



OUTINGS

Staff check that parents/carers have signed a consent form, prior to taking the children out.

A Risk Assessment is carried out prior to each outing to identify any potential hazards and to establish a suitable adult child ratio. Staffing levels for each outing are assessed according to the nature of the outing and the individual needs of each child.

Staff will inform the Nursery Manager of their destination, and approximate length of time that they will be away from the Nurseries.

Children who require extra supervision i.e. those under two years of age, have reins attached or are strapped into a buggy.

Children are dressed in a manner appropriate to the season.

Children must be issued with labels bearing the Nursery's name and telephone number when going on trips and will be provided with a high visibility vest to wear.

One adult is delegated to take overall responsibility.

Staff will always take with them on outings:

- Contact details for each child
- First Aid Kit and bottled water.
- Mobile Phone

Crossing of roads will always be carried out either via a pedestrian crossing, or by implementation of the Green Cross Code.

All prams and pushchairs will be checked, to ensure that they are safe, prior to any outing.