



Outings Policy

Staff will meet the Ofsted requirements for daily outdoor play experiences by taking the children on regular trips.

Children's physical achievements and all achievements across the EYFS will be recognised and celebrated. Staff will be actively involved in activities providing support, encouragement and challenge.

Staff will follow this Outings Procedure regarding the daily session visits. Staff will follow this procedure for any other outing. Staff will always take:

- First Aid Kit and any medication required for child/ staff
- ToyBox mobile phone (07762893929)
- Ipad with access to Family for children's and staff emergency contacts.
- Spare clothes/protective gloves and cleaning wipes
- Water and cups for the children
- All children to wear a high visible jacket, sun hats and appropriate clothing

Ratios and Risk Assessments

When taking children out of the building staff will observe the mandatory adult to child ratio set out by Ofsted. Risk assessments will be carried out including on the weather conditions prior to the outing in addition to the risk assessment for trips staff will risk assess each individual outing and feedback information about the daily trips to the Level Park and any other outing in order to inform future risk assessment procedures.

Everyone is to remain together as they walk to and from The Level Park with children walking on the inside of the pavement. Staff must observe all traffic signals and always draw the children's attention to road safety including bicycle lane traffic. All children and staff to remain in a close group, the youngest children may be in a pushchair and the other children may wear wrist bands attached to the adult's hand or hold an adult hand.

Accidents

Any accidents occurring on an outing will be recorded in the accident log. Parents are asked to sign the log when collecting their child.

These procedures will be expected of all staff and any volunteers. The manager and deputy manager are responsible for implementing each procedure with the staff team and the children.

Policy and Procedure reviewed by Gemma Turner 24 June 2023

Date of next review: June 2024