

OUTINGS POLICY (reviewed Jan 2023)

- Parental permission is obtained on Registration forms for outings. Parents are notified of all outings the children go on.
- When leaving the premises the adult to child ratio is 1:2. The ratio is maintained by having parent/carer volunteers.
- Essential records such as child details and contact numbers are taken with us; along with the preschool mobile phone and First Aid kit. Please note-To ensure safeguarding, our mobile phone does not have a camera on.
- On our Pre-school visits to the local community, where parents are asked to help walk with the children, parents/carers are not permitted to take photographs.
- In the event of an emergency every effort is made to contact the necessary people and our Emergency Procedure is followed.
- We will include all children and cater for any disabilities or cultural requirements.
- The care and safety of the children is paramount at all times.
- Staff make themselves aware of possible risks during trips and respond as appropriate.