



Outings Policy

Our nursery may arrange outings when possible.

To ensure the safety of everyone the nursery will:

- Ensure the suitability of the venue for all children and adults. A risk assessment will be carried out and documented
- Inform parents/carers of the proposed outing and display information on the notice board
- Send information to all parents/carers about the place to be visited, time and place of departure and return and cost of outing. Parents/carers will be asked to sign an appropriate consent form.
- Invite parents/carers to participate in the outing, informing them of who they will be responsible for
- Follow an adult/child ratio of 1:2 where possible and ensure parents have signed the consent form
- Ensure all contact details and allergy details are taken on the outing
- The nursery may provide a packed lunch for the children, in plastic containers and with no glass bottles
- Ask parents/carers to dress children in suitable appropriate clothing
- Issue identification, on the day, to be worn by all and a mobile contact number
- Ensure the register is taken on departure and return and at regular intervals
- Designate a member of staff to have a mobile phone for emergencies and parents/carers will have the phone number
- Identify and inform all adults of the named First Aider who will carry a first aid kit and any appropriate equipment such as inhalers.