

Outings Procedure

Children's Corner Day nursery provides outings on a regular basis. In the even of an outing, the following procedure is followed:

1. Written Consent is required from parents in the form of a signed letter of permission
2. Each child will be allocated to a carer, the ratio for this being one adult to tow children
3. A packed lunch will be provided for each child, taking into account special dietary needs, if the outing is a full day
4. If the outing is for several hours then snacks and water for the children will be taken
5. Take change of clothing for younger children and nappies, wipes
6. A outings First Aid kit, register & children's information cards are taken on all outings
7. A member of staff will have a charged, credited mobile phone to be used in emergency only
8. The children will be supervised by their allocated carer at all times
9. If transport is used then it will comply with regulation of them being fitted with seatbelts, valid insurance to care children.

This policy was adopted on: 31st March 2010

Signed on behalf of the nursery:

Job title:.....

Date for review: