

SECTION 1

General Welfare Requirement: Safeguarding and Promoting Children's Welfare

The provider must take necessary steps to safeguard and promote the welfare of children.

Safeguarding Children

1.8 Supervision of children on outings and visits

Policy Statement

Children benefit from being taken out of the setting to go on visits or trips to local parks or other suitable venues for activities which enhance their learning experiences. Staff in our setting ensure that there are procedures to keep children safe on outings; all staff and volunteers are aware of and follow the procedures below.

EYFS key themes and commitments

1.3 Keeping safe	2.2 Parents as partners	3.3 The learning environment	4.2 Active learning
1.4 Health and well-being			

Procedures

- Parents are always asked to sign specific consent forms before major outings.
- A risk assessment is carried out before an outing takes place.
- Our adult to child ratio is high, normally one adult to two children, depending on their age, sensibility and type of venue as well as how it is to be reached.
- Named children are assigned to individual staff to ensure each child is individually supervised, to ensure no child goes astray, and that there is no unauthorised access to children.
- Staff take a mobile phone on outings, and supplies of tissues, wipes, pants etc as well as a mini first aid pack, snacks and water. The amount of equipment will vary and be consistent with the venue and the number of children as well as how long they will be out for.
- Staff take a list of children with them with contact numbers of parents/carers.
- A minimum of two staff should accompany children on outings and a minimum of two should remain behind with the rest of the children.
- Parent volunteers are assigned to their own children.

- Vehicles are hired for the purpose of visits. Insurance documents are checked. Drivers are CRB checked.

This policy was adopted by

Young Discoverers

On

10th July 2012 (date)

Signed

Name of signatory

Mrs Karen Keene

Role of signatory

Manager