



## **Outings and Visits Policy**

### **EYFS Legal Requirement:**

Children must be kept safe whilst on outings (3.65 pg 29)

This policy applies to the

1. The Early Years Register (EYR)

### **Policy:**

We are committed to providing safe and quality experiences during visits and outings. Visits and outings will only take place if there is a valid reason and they are a learning and development opportunity for the children.

### **Procedure:**

- Upon enrolling at the nursery, parents will sign to say whether they give permission for their child to go on an outing within the child information booklet
- We have a risk assessment in place for walks and outings and if we were to go on an outing to an additional place (e.g. the farm or zoo) then a new risk assessment would be completed.
- On the outing we would take a mobile phone, medication, a first aid kit and the emergency contact for the Nursery.
- A higher ratio of staff will be used during outings.
- Staff will ensure the children are supervised by taking small groups out and encouraging the children to hold hands. Staff are to hold hands with two children then those two children hold hands with another child on each side.
- Registers will not need to be taken on an outing as on the outings form the staff need to write the children's name on this so they are aware of which children they have with them. If a parent have come across the children on the outing and they have come to collect their child they will



all return to the nursery so that the parent can sign their child out on the register.

- All children will wear high – visibility vests when on an outing.
- All children with an additional need would be assessed on an individual basis.
- For the duration of our outings we will not be taking food however if we was to go on an additional outing this would be re-assessed. Drinking water will be available for the duration of the outing.

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