

Supervision of Children on Outings and Visits Policy

Statement

Children benefit from being taken outside of the premises on visits or trips to local parks, or other suitable venues, for activities which enhance their learning experiences. Tisbury Pre-school ensures that there are procedures to keep children safe on outings; all staff and volunteers are aware of and follow the procedures as laid out below.

During the outbreak of COVID-19, trips and outings are suspended if staff feel that it is not safe. Children should still have access to outdoor play and learning opportunities as normal, as long as social distancing measures are followed.

Procedure

- All off site activity has a clearly identified educational purpose with specific learning and development outcomes.
- There is a designated lead for each excursion who is clear about their responsibility as designated lead.
- Tisbury Pre-school ask parents to sign on registration, a general consent for their child to be taken out on local short outings as a part of the activities of the setting. This general consent details the venues used for such activities.
- Tisbury Pre-school assess the risks for each local venue used for activities and is reviewed regularly.
- Tisbury Pre-school asks parents to sign specific consent forms before major outings; the risks are assessed before the outing takes place.
- Children with allergies or other specific needs are considered as part of the risk assessment and are recorded accordingly.
- An excursion will not go ahead if concerns are raised about its viability at any point.
- Any written outing risk assessments are made available for parents to read and sign.
- Our adult to child ratio is high, normally one adult to three children, depending on their age, sensibility and the type of venue, as well as how it is to be reached.
- A minimum of two staff accompany children on outings. Unless the whole setting is on an outing, a minimum of two staff also remains behind with the rest of the children.
- Named children are assigned to individual staff members to ensure that each child is well supervised, that no child goes astray and that there is no unauthorised access to children.

