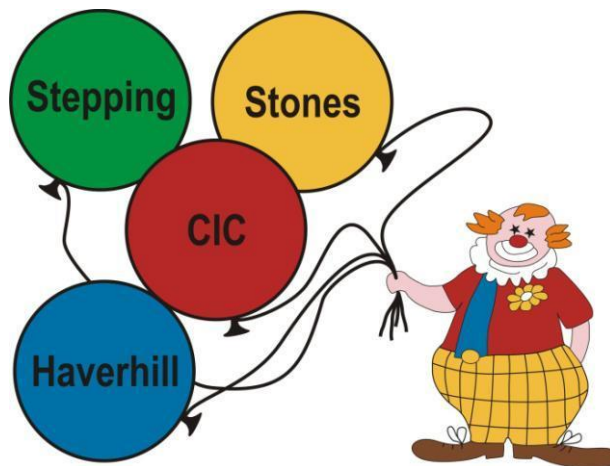


General Welfare Requirement: Safeguarding and Promoting Children’s Welfare

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



Safeguarding children

8. Supervision of children on outings, visits and woodland walks

Policy statement

Children benefit from being taken out of the setting to go on visits or trips to the local woodland, 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

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe 1.4 Health and well-being	2.2 Parents as partners	3.3 The learning environment	4.2 Active learning

Procedures

Parents sign a general consent on registration for their children to be taken out as a part of the daily activities of the setting. This general consent details the venues used for daily activities.

A risk assessment for each venue is carried out, (if applicable) which is reviewed regularly.

Parents are always asked to sign specific consent forms before major outing.

A risk assessment is carried out before an outing takes place.

Our adult to child ratio is high, depending on their age, sensibility and type of venue as well as how it is to be reached, on occasions parents are asked to accompany their child wherever possible

Unaccompanied 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.

Outings are arranged annually and recorded during the planning meetings and details then added to our calendar of events for the parents.

Staff take a mobile phone, an emergency treatment form signed by all parents on outings, and supplies of tissues, wipes, pants etc as well as a mini first aid pack including inhalers and epipens when the need arises, 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.

Records are kept of the vehicles used to transport children, with named drivers and appropriate insurance cover.

Parental Involvement; parents are always welcome to join our trips and to be involved in the woodland walk activities.

Please note that all staff should read and be aware of the MASH & LADO posters within the setting.

This policy was adopted by	Stepping Stones Childcare & Education CIC
on	28.02.2017
Date to be reviewed	February 2019
Signed on behalf of the management	
Name of signatory	ELAINE MCMANUS
Role of signatory (e.g. manager/ deputy)	MANAGER

Review:

This policy is reviewed every year or whenever deemed necessary by the manager in the light of events and changes in the law.

This policy was given to staff to read on 04.10.2018 and was acknowledged and read by staff on:

Name of Staff Member	Date policy read	Staff signature
1. Anne Jessop		
2. Suzanne Rulten		
3. Chloe Mead		
4. Shelby Evans		
5. Lily Carr		
6. Kay Page		
7. Kelly Whitewood		
8. Shannon Bronson		
9.		
10.		