

## Outings Policy

When taking Children on Outings it is essential that proper planning is done to ensure the safety and welfare of all children involved. Each trip has a risk assessment.

I obtain written parental permission for all routine and special outings. I inform parents of any planned special trips for example to the beach, museums or a local farm.

I ensure that I take with me everything I may need... First Aid Kit, Nappies and changing bag (if required) spare clothes, mobile phone, drinks and a healthy snack.

**In the event of an emergency: Each child has on their person a tag with their picture on and my mobile phone number displayed explaining they are with their childminder. I have a key ring explaining I am a childminder with emergency numbers on too.**

I explain to the children before we go out that they must stay close to me and hold my hand and if they do lose sight of me to shout as loud as possible NANNIE LEE and I will shout for them too...wherever we are.

I will endeavour to organise outings to fit in with the needs of the children and any theme weeks we may be having. I will ensure that I have the necessary equipment and resources to keep them safe including car seats for all children who require them, pushchairs and harnesses. In all trips in the car I will ensure each child is securely strapped into their car seat and that the maximum number of passengers for the car is never exceeded. I will also do a quick risk check before departing, checking door locks, loose objects in the car and of course petrol!!!!

I will ensure that the car is properly maintained with a current MOT certificate, Tax and Insurance.

I will never leave your child unattended when out, especially in the car.

If I need to put more petrol in my car I will always use the 'pay at pump' method so that the children do not have to be walking across a busy station forecourt or left in the car whilst I pay.