



Anne Riggs Childcare

anneriggschildminding.co.uk

Looking after generations of
Plymouth's children since 1989

Outings Policy

Reviewed January 2016

It is my policy to keep children safe on outings whilst in my care. In order to do this I will ensure that:

- The ratio of adults to children on any outing will never be less than 1:3 for under 5s (or 1:4 as allowed by OFSTED for purposes of continuity of care of a current child or to allow me to take on a sibling baby) or 1:6 for under 8s, including the under 5s.
- I will ensure that a child restraint in the form of reins or wrist strap is used as necessary on a child.
- I carry out a full visual risk assessment of the proposed outing.
- I obtain written parental permission for children to take part in outings whilst in my care. I take essential records and equipment for each child on outings as necessary, including contact telephone numbers for parents, a first-aid kit and a mobile telephone.
- I keep records for parental inspection of the vehicle I use to transport children in , including MOT, insurance details and a list of named drivers
- I will ensure that any driver transporting children in their own vehicle has adequate insurance cover and the appropriate driving licence
- I adhere to my lost child procedure and make parents aware of the procedures I would follow.

Childminder: Date: