GEMS TINEY HOME NURSERY

HOME FROM HOME CHILDCARE

Safety on Outings Policy

Purpose

Outings give children valuable experiences beyond Gems tiney Home Nursery. We plan and assess them so that every child can participate safely with appropriate supervision, first aid and individual support. A trip is changed or cancelled if safe arrangements cannot be maintained.

Planning permissions and assessment

Parents receive information about the routine outings and travel arrangements offered and provide written permission. A specific or unusual trip is discussed separately where it falls outside existing permission. We check consent, emergency contacts, medical needs, allergies and necessary medication before departure.

Gemma assesses route, destination, transport, entrances, toilets, crowds, water, weather, accessibility, evacuation and the children attending. We record significant risks and controls; an established assessment may be reused when reviewed for current conditions. A wholly new document for every routine visit is not itself an EYFS requirement.

Staffing reflects actual risks and children's needs, not simply the maximum legal ratio. Helpers receive a briefing and named responsibilities. A parent helper or unchecked adult is not treated as an approved assistant or left alone with minded children.

Supervision and accounting for children

We maintain effective supervision and required ratios throughout. Adults agree who is responsible for each child and keep children within sight and hearing during outings.

Named checks take place before departure, at arrival, after transitions or toilet visits, before and after vehicle journeys and before return.

Safety rules are explained simply, without relying on young children to keep themselves safe. Suitable pushchairs, hand-holding or other assessed support are used as appropriate. Identification may show the setting's contact number without a child's name or address and must not create a strangulation or choking hazard.

Walking and transport

Routes and road crossings are chosen for the group's abilities. Children remain with their allocated adult and are supported near traffic, car parks and water. Pushchair restraints and other equipment follow manufacturer instructions.

Drivers have the appropriate licence and vehicles are roadworthy and adequately insured for the childcare journey, including assistants' cars. Suitable legally required child restraints are correctly fitted and used. Children are never left unattended in a vehicle, including during loading or handover.

Adults check every occupied seat and account for every child when leaving a vehicle. Parking, doors and loading are managed safely. Phone use must not distract a driver or an adult supervising children.

First aid supplies weather and inclusion

A current full paediatric first aider accompanies the outing. We take a suitable first aid kit, charged phone, attendance details, emergency contacts and essential individual care information and medicines. A secure accessible backup is available if the app fails.

We plan reasonable adjustments with families for mobility, communication, sensory, feeding or medical needs. Food, drinks and medication follow setting procedures; children eat seated within sight and hearing, with a full paediatric first aider in the room where meals are indoors and immediately available during outdoor eating.

We check weather warnings, clothing and footwear. If conditions are unsafe or suitable clothing and spares are unavailable, we change, shorten, postpone or cancel the outing to protect children and all staff. Sun protection, warmth, water and rest are planned.

Emergencies and a missing child

Move the group to safety, maintain supervision, provide appropriate first aid and call 999 where necessary. Contact parents promptly when safe. If a child is missing, call 999

promptly for a young child and follow the Lost Child Policy; do not wait five or ten minutes before seeking help.

If alone, keep the remaining children safely with you and explain your supervision limits to emergency services. Do not leave them to search or accompany another child without safe care arrangements. Ambulance handovers and possible accompanying adults follow the Emergency and Alternative Care Policy and clinician advice.

Recording communication and review

Accidents, significant changes and concerns are recorded as soon as practical and reported to parents and relevant agencies under setting procedures. We assess whether returning or continuing is safe and review what happened before another trip.

Gemma ensures assistants understand this policy and reviews it annually and after significant incidents or changed needs. Parents can discuss outing arrangements and relevant assessments, with confidential information protected. References: current EYFS childminder framework, safety on outings, first aid and ratios; GOV.UK child car seat rules; related outing, weather, food safety and emergency policies.

Policy owner: Gemma Bayley
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