

Bishopdown Farm Community Pre-School and Farm Friends
Greentrees Primary School
Sycamore Drive
Bishopdown
SALISBURY
SP1 3GZ



Charity No. 1076227

SUPERVISION OF CHILDREN ON OUTINGS AND VISITS POLICY

Policy Statement

Children benefit from being taken out of the setting to go on visits or trips to 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 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 wellbeing	2.2 Parents as partners	3.4 The learning environment	4.2 Active learning

Procedures

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

This general consent details the venues used for daily activities.

There is a risk assessment for each venue carried out, which is reviewed regularly.

Parents are always asked to sign specific consent forms before major outings. A risk assessment is carried out before an outing takes place.

Our adult to child ratio is high, depending on the age of the children, sensibility and type of venue as well as how it is to be reached.

Named 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 recorded, stating:

- The date and time of the outing
- The venue and mode of transport
- Time of return.

This policy was adopted at a meeting of the Bishopdown Farm Pre-School committee in January 2019.
Date to be reviewed: February 2020.