



# DIMPLES DAY CARE

## Trips and Outings

At Dimples Day Care, we feel it is important to provide opportunities for children to take part in outings so they can further develop their knowledge. Trips can include trips on foot, i.e. visits to the local park, the library, local markets and places of interest.

All procedures must be followed prior to an outing

- A full outings risk assessment must be completed
- Written permission from all parents/carers is obtained prior to the outing in the child's registration pack
- Staffing ratios must be maintained and increased staffing may be considered.
- Young children will be pushed in pushchairs and older children will hold the hand of the qualified suitable adult or a waking rein.
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- All children's contact/emergency contact information must be taken
- At least 1 paediatric first aider must be present and have a suitable, complete first aid kit with them always.
- any child who has a health care plan must have their health care plan documents, along with any medication/asthma pump if needed
- A member of staff is to carry on them, the nursery mobile phone which must be fully charged, have emergency numbers stored and have enough minutes/credit to makes calls.
- At no time whilst on an outing must a member of staff use the nursery mobile phone to make or receive a personal phone call
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This policy was adopted by	Dimples Day Care	<i>(name of provider)</i>
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On	<hr/>	<i>(date)</i>
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Date to be reviewed	<hr/>	<i>(date)</i>
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Signed on behalf of the provider	<hr/>
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Name of signatory	<hr/>
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Role of signatory (e.g. chair, director or owner)	<hr/>
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