



Outings Policy



We believe it is important to take children on outings to support their development and to learn about the world around them. It is essential that the correct planning is done to ensure the safety and welfare of all children involved.

We have the following procedures in place:

- When signing with Teddy Bears Childcare, we ask you to complete a permissions form. This states whether you give permission for your child to go out on outings whilst in our care.
- We do a risk assessment for each place that we choose to take the children and where possible visit myself beforehand to ensure that the setting is safe and suitable for the children. This also allows us to assess what facilities are there (nappy changing, toilets etc), how we are going to get the children to and from the location safely and how we will manage them when we are there.
- We ensure that we take everything with us that we may need, for example, a first aid kit, nappies and changing bag, spare clothes, mobile phone, drinks, and a snack.
- We will ensure that we have the necessary equipment and resources to keep them safe including pushchairs and harnesses.
- If travelling in the car we will ensure each child is securely strapped into their car seat and that the maximum number of passengers for the car is never exceeded. We will also do a quick safety check before departing, checking door locks, loose objects in the car etc. We will also ensure the car has sufficient fuel for the journey. We service our car's regularly, and it has a current MOT certificate. Our cars are also insured for childminding purposes.
- We will never leave your child unattended when on an outing.
- In the event of an emergency, we will have a mobile phone with us which has the Famly app on, this is what provides information about the child (their name and an emergency contact name and number) we also carry a card that explains I am a registered Childminder.

If you have any concerns about the above policy, please feel free to discuss them with the management team.

This policy was adopted by	Teddy Bears Childcare
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Name and role of signatory	Leahna Welch (Deputy Manager)