Outings & Transport

On the rare occasions when it is necessary to transport a child or children by car for a short journey, for example to visit a school, doctor, farm visit, library. A risk assessment will be drawn up and actions put in place, and a register will be kept of all the children attending the trip. If traveling by car, there will be 2 adults in each car and they will escort the same number of children, as there are seatbelts available in their vehicle.
The children will be counted regularly throughout the visit and checked against the register; both before returning to preschool, during the visit and when leaving and re-entering the pre-school premises.

During the outing there will be a ratio of one adult to two children at all times.

Transport will only be used when there is an appropriate insurance policy to cover the children being transported.

Parents are notified in advance of an outing being arranged in a letter setting out the plans and costs involved. The preschool funds the entrance fee for the preschool child and the parent is asked to pay for their subsidised entrance ticket.
Any parent not wishing their child to participate in the proposed trip should make it known to a member of staff or the manager.
In the event that an outing is planned for the whole group, any parent not wishing for their child to participate may be required to make their own childcare arrangements for that session if the preschool does not remain open during that day.

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