3.3 Supervision of Children on Outings Policy

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3.3 Supervision of Children on Outings

Policy Statement

Miss B's Nursery believes that children benefit greatly from learning experiences outside the nursery environment. Regular outings allow children to explore the wider community, develop independence, and build confidence while learning about the world around them.

Miss B's Nursery therefore incorporates **weekly walks and outings within the local community** as part of its learning programme. These outings may include visits to local parks, shops, libraries, green spaces or other safe and suitable community locations. Through these experiences, children develop awareness of their local environment and gain meaningful, real-life learning opportunities.

Outings are carefully planned and supervised to ensure that children always remain safe. Staff follow clear procedures to minimise risks and maintain appropriate supervision throughout the outing.

Regular community outings support children's development by helping them to:

- develop independence and confidence
- build physical strength and coordination through walking and movement
- Practice road safety awareness
- engage with people in their local community
- develop language and communication skills through conversation and exploration
- gain a sense of belonging within their local area
- experience learning in real-life environments.

These experiences support several areas of learning within the **Early Years Foundation Stage (EYFS)** , including:

- Personal, Social and Emotional Development
- Communication and Language
- Physical Development

- Understanding the World.

Miss B's Nursery recognises children's rights under the **United Nations Convention on the Rights of the Child (UNCRC)**, including:

- **Article 3** – The best interests of the child must be a primary consideration.
- **Article 12** – Children have the right to express their views and participate in experiences that affect them.
- **Article 15** – Children have the right to meet with others and participate in community life.
- **Article 24** – Children have the right to the highest attainable standard of health.
- **Article 31** – Children have the right to play and participate in recreational activities.

Miss B's Nursery ensures that all outings are conducted safely and in accordance with the **EYFS safeguarding and welfare requirements**.

3.3.1 Planning and Risk Assessment

All outings are carefully planned to ensure children remain safe and risks are minimised.

Before any outing takes place:

- A **risk assessment** is completed and reviewed.
- Parent permission is asked, and only when received can the child go
- Staff consider hazards such as road crossings, traffic, weather conditions and the suitability of the destination.
- The planned route and destination are discussed with the staff.
- Appropriate **staff-to-child ratios** are confirmed (see section 3.3.3).

Risk assessments are reviewed regularly, particularly where **weekly community walks** take place along familiar routes.

3.3.2 Parental Permission

Parents and carers are informed that children may participate in **regular local outings** as part of the nursery's programme of learning.

Written parental consent is obtained during the **registration process** for routine local outings within walking distance of the nursery.

Parents will be informed in advance of **any special outings** that require additional arrangements.

3.3.3 Staffing Ratios and Supervision

Children are supervised closely by staff during outings.

Miss B's Nursery ensures that:

- Additional staff or volunteers may support outings where necessary.
- Children always remain within sight and hearing of staff.
- frequent **head counts** are carried out.

Staff are positioned strategically when walking, including at the **front and rear of the group**, to ensure children remain safe.

Appropriate **EYFS staff-to-child ratios** are abided by:

Age group	EYFS minimum	Outing ratio
Under 2	1:3	**1:2 or 1:3**
Age 2-3	1:5	**1:3 or 1:4**
Age 3-4	1:8	**1:4 or 1:6**

3.3.4 Safety Procedures During Outings

To maintain safety while walking within the community:

- Children may hold hands with staff or use walking ropes where appropriate.
- Staff supervise road crossings carefully.
- Children are encouraged to walk calmly and remain close to the group.
- Staff regularly check that all children are present.

Children are gradually taught simple **road safety awareness**, such as:

- stopping at the edge of the pavement.
- looking and listening for traffic.
- walking safely together as a group.

These experiences support children's understanding of safety and independence.

3.3.5 Identification and Emergency Information

When leaving the nursery premises, staff ensure they carry essential items, including:

- a **mobile phone** for emergency contact.
- emergency contact details for each child.
- any required **medication** (for example, inhalers or EpiPens);
- a small **first aid kit**.
- Children may wear **high-visibility clothing** to ensure they are easily identifiable.

3.3.6 Teaching Children About Safety

Outings provide valuable opportunities to teach children about personal safety.

Staff help children to learn how to:

- walk safely with others.
- Follow instructions from adults.
- Stay aware of their surroundings.
- recognise safe behaviour in public spaces.

These experiences support children's growing independence while maintaining appropriate adult supervision.

3.3.7 Benefits of Weekly Community Walks

Weekly outings are an important part of the nursery curriculum.

These experiences help children:

- build confidence in unfamiliar environments.
- strengthen physical skills through walking and movement.
- develop language skills by talking about what they observe.
- develop curiosity and interest in the world around them.
- build a sense of connection with their local community.

Learning outside the nursery environment supports children's curiosity and exploration and encourages active engagement with the world around them.

3.3.8 Responding to Emergencies

If a child becomes unwell, injured or distressed during an outing:

- Staff will ensure the rest of the group remains safe and supervised.
- Appropriate first aid will be given if necessary.

- Emergency services will be contacted if required.
- Parents will be informed as soon as possible.

All incidents are recorded and reviewed.

3.3.9 Lost Child Procedure During an Outing

If staff become aware that a child is missing:

- The staff member noticing the absence will immediately alert the other staff members.
- One member of staff will remain with the group.
- Other staff will search the immediate area calmly and quickly.
- If the child is not found promptly, **police will be contacted immediately**.
- Parents or carers will be informed as soon as possible.

Once the child is located, staff will:

- Reassure and support the child.
- review the incident and record it.
- review procedures and risk assessments if necessary.

This procedure supports the child's right to protection under **Article 19 of the UNCRC**.

3.3.10 Transport on Outings

Miss B's Nursery aims to keep outings simple and safe. Most outings take place **within walking distance of the nursery**.

Use of Cars

Children are **not transported in staff vehicles or private cars** for nursery outings.

Use of Public Transport

Occasionally, the nursery may organise a **special outing using public transport**, such as travelling by bus to visit a place of interest further from the nursery.

When public transport is used:

- The journey itself forms **part of the learning experience**.
- Parents will be informed in advance of the trip.
- Parents will provide the **bus fare or bus pass** for their child where required.
- Written parental consent will be obtained.
- Staff-to-child ratios will be maintained (see section 3.3.3)

Children will be closely supervised while boarding, travelling, and leaving the bus.

These experiences help children develop an understanding of their local community and support learning within the EYFS area, **Understanding the World**.

3.3.11 Safety When Using Public Transport

When travelling by bus:

- Children always remain close to the staff.
- Staff carry out regular headcounts.
- Staff assist children when boarding and leaving the bus;
- Staff sit among the children to maintain supervision.

Emergency contact information and any required medication are always carried by staff.

3.3.12 Review of Outing Procedures

Miss B's Nursery regularly reviews its outing procedures to ensure they remain safe and effective.

Staff reflect on outings by considering:

- children's experiences and learning.
- any safety issues identified.
- improvements for future outings.

Through careful planning, appropriate supervision and risk management, Miss B's Nursery ensures that outings provide **safe, enjoyable and enriching experiences** that support children's learning, development and wellbeing.
