## **Outings Policy**

Blackwell Montessori Nursery Ltd is committed to keeping children safe whilst on outings.

We will carry out a full risk assessment for every outing, which includes an assessment of child adult ratios. We will take into account the nature of the outing and consider whether it is appropriate to exceed the normal ratio requirements.

Children will require a written permission signed by their parent/legal guardian before being allowed to take part on any planned outings.

All essential records and equipment (e.g. contact numbers, first aid kit, mobile phone, medications etc.) will be taken on outings.

Records will be kept on any vehicles that might be used to transport children, including insurance and driver's details. Drivers using their own transport must have appropriate insurance.