

New Monkland Nursery Class



Trips/Outings Policy



*Written: December 2024
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Woodland Experience

Before each group participate in the Woodland Experience all parents/guardians will meet with the Woodland Experience Leader.

During this session:

- There will be an opportunity to find out information regarding the experience and ask any questions which may arise.
- A handbook will be issued, and outdoor clothing will be displayed.
- Opportunities to look at previous floor books are given, highlighting the learning experiences taking place.

Travel from Nursery to site

With adult supervision, the children will follow safety guidelines when travelling from nursery to the site. The access route to the woodlands will be the path through the woods or if unsuitable, the route through Meldrum Mains should be followed.

Health and Safety Rules

- Children are introduced to the boundaries and their purpose.
- Children will follow the three level safety rules.
- Children are introduced to safety games.
- Children are aware that the use of the whistle signals that everyone has to meet at the shelter area.
- Woodland Experience carries a mobile phone in case of emergencies.
- Children are involved in risk assessing the area before they start playing.
- Children will work with Leader in a 1-1 basis when using tools such as saw, mallet, and peelers.

Medical Information

- The Woodland Experience Leader is responsible for the health and safety of all children. The leader carries all the medical information and the medication needed along with the risk assessment.

Grouping

- The Woodland Experience will take place weekly on a specific day. All children will have the opportunity to participate, with prior permission from their parent/guardian.
- Children will be allocated to a group (approx. 6 -8 children) in each group. Each group will be allocated a block of woodland visits.

Clothing

- Nursery will provide appropriate clothing for the children to wear during this experience.
- Clothing will be issued to parents in advance.
- Parents will be encouraged to dress their child appropriately according to the weather forecast.
- Parents/guardians will return the washed clothing after each block.
- All bags will be checked by Leader to ensure that all clothing has been returned and is in good condition.
- Photographs and evidence will be shared on Twitter/Website and displayed within the welcome area.

Community Walks

- Groups of children will participate in walks within the local community e.g., woods, playpark, shops and graveyard.
- Ratio of 1 adult: 8 children Maximum.
- Each individual visit and group of children will be risk assessed by practitioners and then the Lead practitioner before leaving the premises.
- Risk assessment completed by staff referring to the Care Inspectorate Practice note – Keeping children safe: supporting trips and outings in early learning and childcare (ELC)
- Consideration of SIMOA guidance.
- Aids such as the walking tool will support children transiting between the school premises and the intended destination.
- Parent Helpers and two Primary 7 pupils will accompany group at times.
- Children will be dressed appropriately – waterproofs will be issued by nursery.
- Children will follow the safety rules issued by adult.
- Children will be responsible for carrying their own backpack used for findings.
- Staff member will carry all medical forms/medicine/First Aid/ mobile telephone.

Trips

- Risk assessments to be carried out for transporting children/adults back and forth and risk assessment sought from the destination prior to any outing going ahead.
- Parent/carer required for 1:1 ratio for annual trips
- Staff available as support for any parent/carer/child who may require this.
- HT or another member of management will attend all trips.

Outings

- Parent helper sought for outings out with the immediate locality.
- Ensure parent/carer helper always works under direct supervision of the more senior member of staff.
- Helper not to be left on own with child/ren.

- Ensure all permission are updated and accurate on a regular basis.

UNCRC Links

Article 3: All adults should do what is best for you. When adults make decisions, they should think about how their decisions will affect children.

Article 11: You have the right to be protected from kidnapping.

Article 27: You have the right to food, clothing, a safe place to live and to have your basic needs met. You should not be disadvantaged so that you can't do many of the things other kids can do.

Article 29: Your education should help you use and develop your talents and abilities. It should also help you learn to live peacefully, protect the environment and respect other people.

Article 31: You have the right to play and rest.

Health & Social Care Standards

2.24 I make informed choices and decisions about the risks I take in my daily life and am encouraged to take positive risks which enhance the quality of my life.

2.25 I am helped to understand the impact and consequences of risky and unsafe behaviour and decisions.