

# CHRIST CHURCH PLAYGROUP

## Outside Play and Outings Policy

The following staff ratio will be adhered to at all times:

1 adult for every 8 children over 3 years of age

1 adult for every 4 children under the age of 3 years

### Outside Play

At Christ Church Playgroup we are very lucky to have a gated garden for the children to play in during the session. The children will be able to participate in regular physical and educational activities daily through outdoor play. Weather permitting, outdoor play is encouraged daily for every child.

In order to ensure that the children are safe the following procedures will be carried out:

- Prior to the children entering the garden area a member of staff will clear the garden of litter or any dangerous objects
- The two gates will be chained and locked by the staff when the children are in the garden
- One member of staff carries with them a working mobile phone and a list of contact numbers
- The staff ensure that a First Aid kit, tissues and wipes are available in the garden
- Outdoor toys are checked and cleaned regularly
- Plants already planted in the garden and new plants planted by the staff and children will not be poisonous

For further safety it should be noted that:

- Children leave through the fire exit, avoiding the church car park
- One member of staff goes at the front, one at the back and two are in the middle, separated
- The last member of staff entering the garden locks the gate behind them

### Outings

The children will sometimes go on outings such as to the farm or the library. For such outings, the following will apply:

- A member of staff should carry out a Risk Assessment of the planned trip
- One member of staff carries with them a working mobile phone and a list of contact numbers
- Staff should wear an ID badge
- The children should wear luminous bibs and a contact number for the relevant mobile phone.
- The staff should ensure that a First Aid kit, tissues and wipes are available
- All parents helping on the trip should sign a Parental Agreement saying that they are responsible for a given number of children on the outing.
- All parents helping on the trip should read a checklist about not carrying hot tea and coffee, how to walk with the children to ensure safety, what to do if a child goes missing etc

This policy was updated by the Playgroup Committee in October 2014.

Signed on behalf of the Playgroup .....