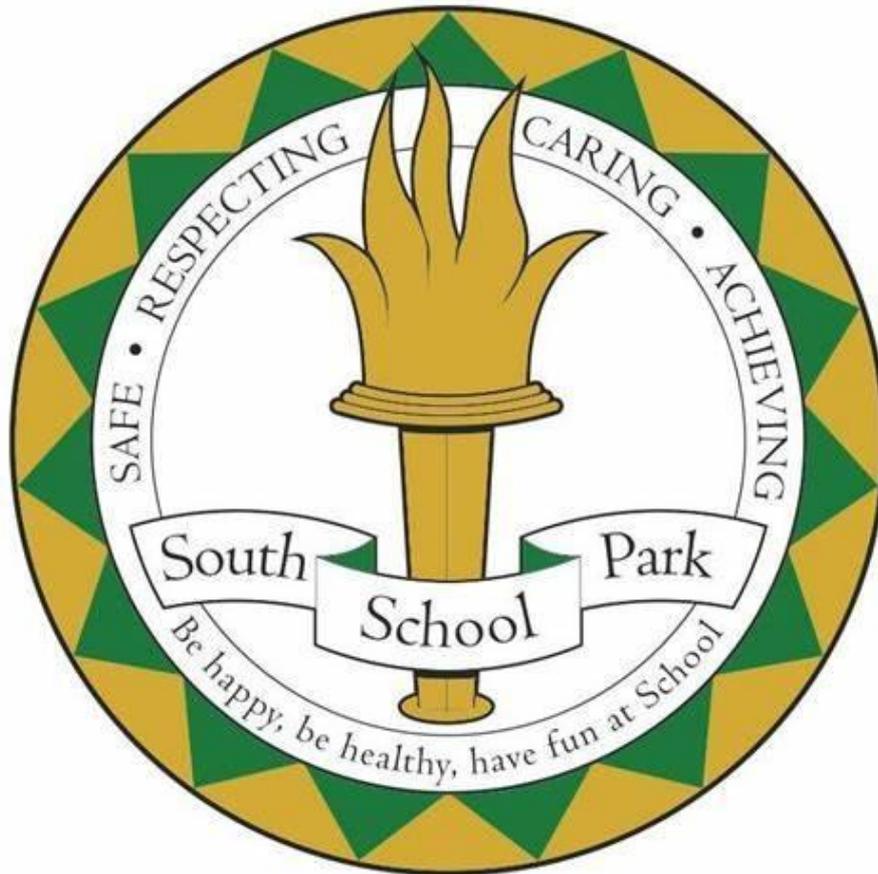


Outings and Excursions Policy



**Fraserburgh South Park
School and Nursery**

2023

Fraserburgh South Park School and Nursery recognise the right of the child to rest and leisure, to engage in play and recreational activities appropriate to the age of the child and to participate freely in cultural life. Facilitating outings and excursions will promote the *United Nation Convention on the Rights of the Child* (UNCRC) (1989):

Children have the right to play and learn - the United Nations Convention on the Rights of the Child sets out in Article 31(1).

In Scotland, the Government has enshrined children's right to play outdoors every day in its national Health and Social Care Standards (HSCS).

HSCS 1.32 As a child, I play outdoors every day and regularly explore a natural environment

Why Outings

Playing and learning outdoors is fun. There is strong and compelling evidence that playing and learning outdoors has many benefits for children:

These benefits are numerous and include:



Improved physical health which includes, stronger bone density, improved strength, improved movement and co-ordination skills, and improved eyesight.



Improved wellbeing - children's wellbeing and mental health is improved by playing outdoors, their resilience is developed through taking and managing risks outdoors in a safe environment, their self-esteem and confidence within themselves increase as they make their own decisions, problem solve and manage boundaries.



Emotional health regulation and interpersonal skills are improved through negotiating with each other and dealing with and resolving conflict. Wellbeing is also improved by being outdoors in nature which has a calming effect



The outdoors and the experiences this brings can enhance child development including creativity, interpersonal skills, empathy, and negotiation are improved



There is also evidence of learning for sustainability, which is developing a connection to nature and an understanding of environment and place as a child. This increases likelihood of caring about these things as an adult

We understand the benefits of learning outdoors at South Park School and Nursery and feel that outdoor play and learning should be a fun and an important part of children's learning. (Out to Play, Care Inspectorate)

[Out to Play: Practical guidance for creating outdoor play experiences in early learning and childcare \(careinspectorate.com\)](http://careinspectorate.com)

Policy Aims/Principles

The aim of this policy is to ensure that we maintain a good quality service to our children and families, while keeping everyone safe and considering all possibilities relating to benefit and risk.

Facilitating outings and excursions will in turn promote the *United Nation Convention on the Rights of the Child* (UNCRC) (1989):

"Article 27: (Adequate standard of living): Children and young people should be able to live in a way that helps them reach their full physical, mental, spiritual, moral and social potential.

Article 29: (Goals of education): Education must develop every child's personality, talents and abilities to the full. It must encourage the child's respect for human rights, as well as respect for their parents, their own and other cultures, and the environment."

This will also further feed into our children engaging with the Scottish Government's (2017), *Health and Social Care Standards*:

HSCS 1.25 I can choose to have an active life and participate in a range of recreational, social, creative, physical and learning activities every day, both indoors and out.

HSCS 3.14 I have confidence in people because they are trained, competent and skilled, are able to reflect on their practice and follow their professional and organisational codes."

Policy Procedures

Any outing or excursions carried out by Fraserburgh South Park School and Nursery will be conducted in accordance with the guidance provided in Aberdeenshire Council, (2014), "Aberdeenshire Council EL&L Procedures for all offsite excursions - Version 1" (Appendix 8)

Prior to any excursion:

- Appropriate consent will be sought by a parent or legal guardian. Where this is not granted, the student will not be permitted to attend, and additional arrangements will be made for them to remain within the setting or return home.
- A risk assessment will be carried out or reviewed and amended where necessary if one is already in place.
- A grab bag will be prepared with all medications, first aid requirements, PPE and hygiene equipment and emergency contact details.
- All staff and helpers will receive a copy of the risk assessment to read and a list of groups and leaders to ensure a clear understanding of responsibilities.
- Trip details should be entered onto EVOLVE online risk assessment programme. (See Appendix 7)

During outings and excursions:

Ratio's

Age range	Ratio
0 to under 2 years	1 adult to 3 children
2 to under 3 years	1 adult to 5 children
3 to under 8 years	1 adult to 8 children

Staff make a considered evaluation on ratio needs dependent upon the activity and the needs of the children. This will facilitate classes being able to go on impromptu walks without the need to find lots of additional adult support.

- Staff will continually risk assess the experience and bringing any comments to the excursion leader who will make any outing amendments or required decisions regarding these.
- Any children who are assessed as a risk to themselves or others on outings and excursions will have an individual risk assessment written, shared with all practitioners, and agreed with parents/carers.
- Should the trip/outing have the need for smaller groups Staff will remain in contact via mobile phone with contact details of each mobile being left at the school office.
- The outing/excursion leader will follow any emergency procedures required (Appendix 8 section 24)

Medication and needs of children

The lead adult on the trip will carry all medication unless emergency/rescue medication which will be carried by an allocated person. All staff will be aware of who is responsible for the medication and who has any rescue medication.

Staff must not leave the building without a mobile phone to ensure that they can contact the Head Teacher/Early Years Senior Practitioner if an incident occurs.

Policy Related Training

Training on Excursions can be found at:

www.aldo.aberdeenshire.gov.uk

Courses related to outings and excursions include:

- Benefit Risk Assessment
- Emergency First Aid at Work - Paediatric Focus

All staff at South Park Nursery have appropriate first aid training which is renewed when necessary. Many staff have Benefit Risk Assessment training.

Missing children

If a child goes missing from an outing staff will:

- As soon as it is noticed that a child is missing, staff will gather all the children together and ask them to stand with their allocated adult and carry out a headcount to ensure that no-one else is missing.
- The Head Teacher/Senior Practitioner will be informed immediately and where possible they will make their way to the venue to help search for the child and support staff.
- The police will be informed, and the child reported missing.
- The Head Teacher/Senior Practitioner will contact the parents and inform them of what has happened.
- Where possible the other children will be taken back to Nursery.
- If in an indoor venue, the staff contact the venue's security whilst continuing to follow procedure from the Lost Child Policy

This policy will be reviewed regularly and in response to accident, incident or change in national or local policy or guidance.

Review date	Amendments and Author	Author	Next Review Date
January 2023	Addition of guidance, staff training and reference to policy. Links to Appendixes added electronically. Print of any links deemed relevant for staff policy folder	Vanessa Stephen	January 2024 or as necessary
April 2023 August 2023	Any children assessed as a risk when outdoors will have an individual risk assessment in place.	Vanessa Stephen	

References/Appendices

Appendix 1

Care Inspectorate ,2017, "Space to Grow"

<http://hub.careinspectorate.com/media/549001/space-to-grow.pdf>

Appendix 2

The Scottish Government, 2014, "Building the Ambition"

<https://education.gov.scot/improvement/pages/elc1buildingtheambition.aspx>

Appendix 3

The Scottish Government, 2017," Health and Social Care Standards My Support My Life"

<http://www.newcarestandards.scot/>

Appendix 4

The Scottish Government ,2010, "Pre-Birth to Three Positive Outcomes for Scotland's Children and Families"

https://education.gov.scot/improvement/Documents/ELC/ELC2_PreBirthToThree/ELC2_PreBirthToThreeBooklet.pdf

Appendix 5

Education Scotland, 2016, How Good is Our Early Learning and Childcare

https://education.gov.scot/improvement/Documents/Frameworks_SelfEvaluation/FRWK1_NIHeditSelf-evaluationHGIELC/HGIOELC020316Revised.pdf -

Appendix 6

Health Protection Scotland (NHS), 2016, Infection Prevention and Control in Childcare Settings (Daycare and Childminding Settings)

<http://hub.careinspectorate.com/media/255834/infection-prevention-and-control-daycare-and-childminding-settings-oct-2016.pdf>

Appendix 7

Aberdeenshire Council, EVOLVE risk assessment log in

https://evolve.edufocus.co.uk/evco10/evchome_public.asp?domain=aberdeenshirecouncil-excursions.org.uk -

Appendix 8

Aberdeenshire Council, 2014, "Aberdeenshire Council EL&L Procedures for all offsite excursions - Version 1"

<https://www.aberdeenshire.gov.uk/media/8187/ellguidanceexcursionspubver1.pdf>

Appendix 9

Care Inspectorate, 2014, "Management of Medication in day care of children and childminding services"

<http://hub.careinspectorate.com/media/189567/childrens-service-medication-guidance.pdf>

Appendix 10

Care Inspectorate, 2018," Guidance on Adult to Child Ratios in Early Learning and Childcare Settings"

<http://www.careinspectorate.com/images/documents/4334/Guidance%20on%20adult%20to%20child%20ratios%20in%20early%20learning%20and%20childcare%20settings.pdf>

Useful Links and Information

Care Inspectorate 2016, "My World Outdoors"

<http://hub.careinspectorate.com/media/279348/my-world-outdoors-sharing-good-practice-in-how-early-years-services-can-provide-play-and-learning-wholly-or-partially-outdoors.pdf> -

Scottish Government, 2020, "Out to Play" [Out to Play - creating outdoor play experiences for children: practical guidance - gov.scot \(www.gov.scot\)](#)