



Early Learning and Childcare Centre

## **OUTINGS POLICY**

The Care Inspectorate's Health and Social Care Standards inform the standard of practice expected of Ferryfield's staff, when following this policy they are adhering to:

### **Standard 1: I experience high quality care and support that is right for me.**

#### Dignity and respect

- 1.3 – If my independence, control and choice are restricted, this complies with relevant legislation and any restrictions are justified, kept to a minimum and carried out sensitively.
- 1.4 – If I require intimate personal care, this is carried out in a dignified way, with my privacy and personal preferences respected.
- 1.5 – If I am supported and cared for in the community, this is done discreetly and with respect.
- 1.8 – If I experience care and support in a group, the overall size and composition of that group is right for me.

#### Be included

- 1.10 – I am supported to participate fully as a citizen in my local community in the way that I want.
- 1.11 – I can be with my peers, including other people who use my service, unless this is unsafe and I have been involved in reaching this decision.

#### Experiencing my care and support

- 1.19 – My care and support meets my needs and is right for me.

#### Wellbeing

- 1.25 – I can choose to have an active life and participation in a range of recreational, social, creative, physical and learning activities every day, both indoors and outdoors.

### **Standard 2: I am fully involved in all decisions about my care and support.**

#### Dignity and respect

- 2.6 – I am as involved as I can be in agreeing and reviewing any restrictions to my independence, control and choice.

#### Be included

- 2.12 – If I am unable to make my own decisions at any time, the views of those who know my wishes, such as my carer, independent advocate, formal or informal representative, are sought and taken into account.
- 2.13 – If a decision is taken against my wishes, I am supported to understand why.

### **Standard 3: I have confidence in the people who support and care for me.**

#### Responsive care and support

- 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.
- 3.15 – My needs are met by the right number of people.
- 3.17 – I am confident that people respond promptly, including when I ask for help.
- 3.18 – I am supported and cared for sensitively by people who anticipate issues and are aware of and plan for any known vulnerability or frailty.

Wellbeing

3.25 – I am helped to feel safe and secure in my local community.

**Standard 4: I have confidence in the organisation providing my care and support**

Wellbeing

4.23 – I use a service and organisation that are well led and managed.

4.27 – I experience high quality care and support because people have the necessary information and resources.

**Standard 5: I experience a high quality environment if the organisation provides the premises.**

5.9 – I experience care and support free from isolation because the location and type of premises enable me to be an active member of the local community if this is appropriate.

Trips and outings are arranged to enhance the children’s learning and as such it is expected that all children are able to go out on un-planned outings, unless the parents make a specific declaration that they do not wish this to happen. The security of all children and adults are paramount and these procedures are written with that in mind.

- Adult / child ratios will be set on an individual basis depending on.
  - Where the outing is planning to go.
  - Each adult will be assessed and allocated children depending on their competence.
  - Each child will be assessed and allocated to an adult accordingly.
- No outing will be approved without a risk assessment having been carried out first.
- All risk minimisers identified in the risk assessment will be put in place before the outing is approved.
- Both children’s and adult’s contact detail will be taken on outings so they are available in the event of an emergency. This can either be through Ferryfield’s mobile phone or the register. These personal details will remain with a responsible adult at all times, to maintain their security.
- A first aid kit will be taken on the outing.
- All children will wear high-visibility vests and wrist straps, if deemed necessary.
- All staff will carry out regular head counts.
- If a child requires a toilet or nappy change when outdoor, staff will try to find a public toilet or if this is not available, a secluded spot where the child can carry out ablutions discreetly.

Adopted by the Committee .....

Date .....

August 2019