

Little Lambs Home Daycare
Policy for Off Premises Activities/Outings

Date Policy and Procedures Established: 24/09/2018

Date Policy and Procedures Updated: annually

Purpose

This policy sets out the process that will be followed for Home Child Care Off Premises Activities/ Outings. Little Lambs understands the value outings can bring to children's learning and development and how they can enrich our existing curriculum. We are committed to ensuring the safety and welfare of children attending our programs.

Policy

1. Monitoring and safety

- a. A risk assessment on the proposed area/centre for the outing is carried out prior to the outing it self
 - i. Supervision: Will the provider be able to supervise all children in her care while at the area/centre. How will the provider ensure all children can be seen and assisted at all times while on outing.
 - ii. Strangers: How will the provider ensure safety of all children if the outing/centre has the potential for stranger interaction. Have the children been taught not to talk to a stranger without the presence of a known adult? Have the children been taught not to accept or go anywhere with a stranger?
 - iii. Travel: will the provider be walking, driving or taking public transportation?
 1. Driving: are there enough child restraints, seats, boosters for all children
 2. Driving: to avoid stopping at a gas station does the vehicle have enough gas to make a round trip?
 3. Driving: is the vehicle properly maintained to ensure safe travels without concern of breakdown?
 4. Driving: the driver will be required to focus on the task of driving. What steps will be taken to ensure children are content during the trip as to not become a driving distraction?
 5. walking: will a stroller/wagon be used to travel to the area/centre?
 6. walking: are there buckles to ensure children do not climb out of stroller/ wagon?
 7. walking: children who walk are able to hold onto a handle or side of the stroller.

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8. Walking: children who may pose road safety concern are placed in the stroller/wagon or attached in some way to the provider (child safety harness, carrier etc)
9. Public transportation: the provider feels confident in her ability to ensure appropriate supervision and safety procedures while using public transportation
10. Public transportation: hand sanitizer is used after exiting public transportation

iv. Animals: The provider has ensured children are aware of animal safety procedures (asking before petting a strange dog, avoiding unknown animals, not putting their faces in an animals face, not pulling fur of body parts)

1. Will there be the potential for child/animal interaction?
2. Will there be the potential for animal faeces? How will the provider ensure children are not coming into contact with animal faeces?

v. Potential for injury

1. falls, scrapes, collisions: what are the risks involved with this area/centre that would pose harm to the children? How will the provider minimize these risks?

2. Documentation and Records

- a. The provider will write an account of the outing/activity in her daily log
 - i. Any incidents or notes of importance must be included in log entry
 - ii. Daily log entry must make a curriculum connection/reason for outing
- b. Parent permission forms must be completed prior to outing/activity if the location is more than 25km from the home child are premises

3. Rationale/link to curriculum planning for outing/off premises activity

- a. A well-thought-out curriculum stimulates child development and makes daily life more fun. Outings must be linked to current child interest, be age/stage appropriate and assist in scaffolding current curriculum.

4. Frequency of Off Premises Activities/Outings

- a. Outings that do not interfere with normal daily schedules/routines are acceptable and no limitations are placed on these outings
- b. Outings that interfere with normal daily schedules: nap/rest times, meal times (with the exception of snacks which can be brought on the outing) should exceed no more than twice a month

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i. Rationale:

1. Periods of travel to reach a destination are times when children are not actively engaging in play or movement. Travel times are not beneficial to programming and do not create positive learning environments.
2. Nap and rest times are crucial to child well-being. Activities that interfere with this needed quiet time should be avoided or infrequent (no more than twice a month).
 - a. *Rest times incurred during travel do not follow Little Lambs Sleep policies and therefore do not count as "nap/quiet time".*