

Planned Outings Risk Assessment

EYFS 2017, 3.64. Providers must ensure that they take all reasonable steps to ensure staff and children in their care are not exposed to Risks and must be able to demonstrate how they are managing risks

Name of Location: Date of the planned visit:

Date contacted the venue/manager of the location	
How many adults and children are there? (Adult/Child Ratio)	
Risk assess the journey	
Emergency contact – have you the details for every child? Is a First Aid kit available?	
Variable hazards – like the weather, traffic jams? Have you got changes of clothes?	
Lost children. What are you going to do it? What is your procedure? Special identity tabards/labels for the children	

Parental Consents	
Parental Information	
Emergency Procedure. What will you do in the unlikely event of a serious accident?	
Hygiene Procedures	
Documentation	