

## **OUTDOOR PLAY POLICY AND PROCEDURE**

Kidsize Club Ltd aim to provide the choice of outdoor play and exploration to the service user. Giving children the space to continue their learning and play in an outdoor setting.

We aim to:

- Provide children with the choice of outdoor play as often as we can, weather permitting.
- Provide a stimulating outdoor play experience in which children and staff feel happy, secure, valued and confident.
- Provide an accessible outdoor environment which offers equal opportunities to all children.
- Provide the children with opportunities to explore the outside environment, learning through what they experience.
- Provide children with a wide range of equipment to develop their physical skills.

### **OUTDOOR PLAY PROCEDURES**

- Outdoor play will be offered as a choice during dry and suitable weather conditions. Outdoor play may not be offered in the following weather conditions:
  - Rain
  - Icy conditions
  - Blizzard / Heavy snow
  - High winds
  - Extremely cold temperatures

The manager or lead practitioner may make the decision to allow or disallow outdoor play dependant on these conditions.

- An adult to child ratio of 1:10 for OSC 1:8 for full day care, must be kept at all times. If there are not enough staff to accommodate the amount of children who wish to go outside/stay inside, a 'majority rules' decision will be made.
- When going outside all children must have a jacket and appropriate footwear. In adverse weather conditions, such as snow, children must have appropriate clothing to ensure warmth and comfort e.g. gloves, scarves, wellington boots. If children do not have appropriate clothing or footwear they will not be allowed to join in outdoor play.
- In warm weather conditions children will be encouraged to wear sun hats / apply sun

cream. If parental permission is given a Kidsize staff member may help a child to apply sun cream.

- All children and staff must wear a 'Kidsize' high visibility vest at all times when outside.
- Kidsize staff must ensure they take an 'outdoor' bag. This bag should contain: -
  - First Aid Kit
    - Disposable Ice Packs x2
    - Wipes
    - Register
    - Emergency contact sheet
- All Kidsize staff must have a working / charged walkie talkie and a mobile phone on them at all times.
- A water dispenser jug filled with clean drinking water and cups must be taken outdoors to allow the children to have a drink when they need. Alternatively, all children can take a filled water bottle outside with them.
- A toilet trip must be done before going outside to ensure all children have been to the toilet.
- If there is nobody staying inside, children must take all bags and possessions with them to playground. A sign with the group's location and staff phone numbers will be placed on the inside of the Community Centre front door, to inform parents of children's whereabouts.
- The outdoor area must be checked for hazards/broken equipment by a staff member before children begin play.
- Staff should ensure regular head counts are completed to ensure all children are present and accounted for.
- Staff must spread across the location of play to ensure all children can be seen at all times.
- If someone should need the toilet a staff member may take them back inside if ratios allow. If there are not enough staff members to do this we will firstly call over all the children and ask them if anyone else needs the toilet. If enough children need to toilet and this then is the correct ratio, that staff member may take them in individually. If this is not the case, all children will be called inside and outdoor play may finish.

## **SNACK OUTDOORS**

In especially warm and nice weather conditions we may decide to have snack outside. If this is the case we must follow these procedures:

- Snack should be served in ziplock bags or reusable boxes with lids.
- Children and staff should all wash hands before going outside. After washing hands children should be told not to touch things outside such as trees etc. before eating their snack.
- Children should be seated when eating snack. If they are moving or running this could pose a choking hazard.
- Zip lock bags must be thrown out once snack is finished or boxes thoroughly cleaned using the 2 step process.

## **OUTDOOR EMERGENCIES**

If staff think there is a risk to the children's welfare whilst outside, a member of staff should alert other staff and then calmly help children to return to the Community Centre quickly.

Once inside the Community Centre the staff must lock all the doors and contact the School and Police by telephone immediately if they believe there is a threat to their safety. Follow the Accident, Emergencies and Incidents Policy.

If a child is hurt or trapped outside, a member of staff must stay with the child whilst the other children return to the Community Centre. Once inside a member of staff must:

- Contact the appropriate emergency service.
- Contact the parent / guardian of the child.
- Contact a member of relief staff to ensure that the correct adult:child ratios are maintained for the children.

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