Excursion Policy

Policy Relevant to:	All staff, Educators & families
Procedure:	Adventure Patch Excursion Procedure
Last Reviewed:	May 2020
Next Review:	May 2023
NQF:	100, 101, 102
NQS:	2.2, 3.2, 4.1
National Law:	167

Rationale

Excursions, including regular outings, provide valuable opportunities, as an extension of the educational program, for children to expand and enhance their experiences, explore different environments and engage in meaningful ways with the wider community.

Adventure Patch encourages children to participate in stimulating and enjoyable external activities to reinforce their developmental experiences, assisting children to develop in all aspects of life and benefit from a diversity of learning experiences.

Policy

Excursions are a vital part of the children's program at Adventure Patch and will be arranged to provide a broad range of experiences for children.

Excursions will comply with the Education and Care Services National Law and the Education and Care Services National Regulations, including parental permission being sought for all excursions.

Excursions require appropriate planning and risk management to ensure the best experience and enjoyment for all. Adventure Patch is committed to providing excursions that are well considered and planned, provide meaningful experiences and ensure the health, safety and wellbeing of children at all times.

Our service will actively seek to minimise any risks associated with excursions, and respond promptly and appropriately to any emergency whilst on an excursion. Educators will educate children and families regarding safe road (or other transport) and play practices.

Our services will:

- Make excursions a part of the program of education and care.
- Plan for excursions with careful consideration of the safety of children and adults.
- Carry out excursions only where full documentation and permissions have been completed and obtained.
- Undertake full risk assessments, consideration of value of educational excursions, and plan for first aid requirements.