

Outdoor Play Policy and Procedure

Presented to	Date	Name (Chair)	Signature
Collegiate			
Trustees			
Review			

1. Policy

1.1. Outdoor play is an important part of the daily routine at our Kindergarten. Our aim is for all children to spend time outside each day. The outdoors is an excellent opportunity for the healthy growth and development of all children.

1.2. Ratios must be maintained at all times during outdoor play.

1.3. In the case of bad weather, please see the Snow and Ice Policy. The procedure covers all types of weather.

2. Procedure

2.1. All staff are responsible for keeping count of children whilst outdoors.

2.2. Staff members from the Kindergartens are deployed to cover all areas of the garden. This includes the Kindergarten garden and sandpit area. Particular attention must be paid in the Kindergarten garden as there are several hidden corners.

2.3. The name of each child outside must be written on the board by the door when they are in the garden. If they are brought inside or are picked up by a parent/carer, their name must be crossed off the list to ensure all staff are kept informed with the location of each child.

2.4. Once a child is ready to go outdoors, at least one adult must be outside. The first member of staff outside must check the area is safe and

secure.

2.5. Staff members still inside must get children ready and count them as they go out. Children must be dressed appropriately for the weather, in hot weather, sun hats must be worn. In cold weather, coats, hats, waterproofs and gloves.

2.6. Communication between staff members is essential, staff must ensure all are aware how many children are in and out at any one point. Once all the children are outside, count again.

2.7. When going inside, count the children as they go in. The last adult outside is responsible for checking all children are inside.