**It is my policy to keep children safe on outings whilst in my care. In order to do this I will ensure that the ratio of adults to children on any outing will never be less than required by Ofsted*.* I carry out a trial run and full risk assessment of the proposed outing, noting opening times, timetables for public transport and toilets etc. I obtain written parental permission for children to take part in regular, local outings whilst in my care and specific written permission for a longer outing. I take essential records and equipment for each child on outings as necessary, including contact telephone numbers for parents, a first-aid kit and a mobile telephone. I ensure that car seats are used when necessary**