

Health and Safety

1.13 Holiday Club Staff/Child Ratio

The safety of all of our children is important and this procedure explains the staff/child ratio for Holiday Club children.

These ratios must have an extra adult/adults included following any risk assessment, using the staff knowledge of every child, if a staff member deems it necessary, especially on trips that are not local.

If staff are borrowed from another area for an outing, they must be fully briefed about the children they are accompanying

There must be at least 3 adults on every outing

The procedure **1.2 Short trips outings and excursions** must be followed.

Staff/child ratio

For children aged 4-11 years attending Holiday Club:

- When at St Georges there must be one staff member for every 12 children
- When walking on an outing locally there must be one adult to every 6 children
- When travelling for an outing in the minibus there must be one adult to every 6 children