

Dear Parent/Guardian

Local Outings/Library

At Immanuel's Day Nursery we thrive in giving the children in our care well rounded experiences and opportunities to support their learning and development.

Also in supporting their literacy during their time at Immanuel's, we like to provide opportunities, such as taking them to the local library, local shops and parks in the area.

It will not always be possible to plan for some of our outings, as they may occur spontaneously due to quiet days within the room/setting.

However, staff will always carry out the normal outings risk assessments, adhere to the same procedures/guidelines for planned outings and there will always be a minimum of two members of staff for any outing.

Please be assured that we will continue to inform you and provide you with details in advance for outings/trips further afield, i.e. outside our local area.

Please complete the slip below to say whether you do or do not give permission for your child to go on unplanned local outings/library visits, and return to a member of staff in your child's room as soon as possible.

Thank You

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Local Outings/Library

Child's name:

Base Room:

I **do/ do not** (delete as appropriate) give permission for my child to take part in regular unplanned local outings/library visits.

Parent/Carer name (please print):

Parent/Carer signature:

Date