

# FRIENDS DAYCARE

## Volunteer Policy For Trips And Outings

We would like to take this opportunity to thank you for offering your help to be a volunteer with our group. To ensure the safety of everyone participating, we ask that you read, sign and respect the guidelines below. Have a great trip!

- You will be paired with a staff member in a small group. Staff will make decisions in the best interests of the program. Please follow their lead.
- Children must be supervised at all times. No child is to be left unattended.
- A staff member of the center must escort children to and from the washroom facilities.
- Areas such as playgrounds or open fields should be monitored for hazards.
- In the interest of health and safety, please only offer food and beverages that have been supplied by the centre.
- Please encourage children to walk (avoid carrying children except in emergency situations).
- It is important to accompany your group to and from the daycare, to maintain ratios both going and returning from trips.
- Smoking and/or cell phone use is not permitted while supervising the children.
- Please make sure you have previously read and signed the Behaviour Management Guidelines and Child Abuse Policy. Volunteers are expected to follow these policies while supervising children.
- The staff is legally responsible for children at all times. However, we rely on your co-operation by helping us supervise the children and informing the staff of any unsafe situations. If you feel something is not safe, report it to the staff you are with immediately.

Name of volunteer:\_\_\_\_\_

Signature:\_\_\_\_\_

Date:\_\_\_\_\_