



Acorns Transport Policy

Policy Statement

The safety of the children in our care is paramount and we ensure that the procedure set out below is always adhered to.

Procedure

- * All drivers have a full, clean driving license. A copy of this is kept in the staff members file at the main nursery and can be viewed upon request.
- * Any vehicles used will be kept in a road worthy condition by having it regularly serviced by a reputable garage and will comply with all legislation, MOT, road tax etc. They will have business insurance in place to insure against all risk. A copy of such legal paperwork is available from the staff members file
- * The driver of the vehicle will ensure that all car seats and boosters are provided by Acorns and are correctly fitted, age and stage appropriate for the children using them and that they are correctly strapped into them.
- * The driver will always carry a mobile phone provided by the nursery with them in case of an emergency but will not answer it whilst driving.
- * The driver will always carry identification and the nursery will also ensure the staff to child ratios are adhered to at all times.
- * No children will be left unattended in the vehicle.

Monitoring

This policy will be reviewed annually by the management team to ensure it remains fit for purpose.

Managers Signature _____

Owners Signature _____

Reviewed on :

Date _____ Signed

Date _____ Signed

Date _____ Signed
