



## **Transport policy**

Clyde Nursery Ltd will ensure optimum safety of all children whilst travelling by Clyde minibus, public transport, or private car.

Clyde Nursery Ltd staff will comply with legislation issued by the Department for Transport stating that all children under 3 years must use the correct child restraint appropriate to their weight. Children aged between 3 and 11 and up to 135cms tall (around 4'5"), must use appropriate child restraints.

Clyde Nursery Ltd staff will personally ensure children are belted into a secure, fitting seat belt before commencing any journey by private car. If a journey is undertaken in a private vehicle, the correct insurance must be in place.

Clyde Nursery Ltd will whenever possible use the Company minibus, which has been fitted with British Standard seatbelts. Normally, only children who are 3+ will be allowed to travel in the Company minibus. The Company minibus will only be driven by fully vetted person who is over the age of 25 and is fully insured through the company minibus insurance policy when being used to transport children. Children will always be supervised by at least one other suitably qualified or experienced adult whilst travelling on the minibus. If an alternative coach company is required to be used, safety and security features will be thoroughly checked prior to booking.

In the event, that the minibus is not available for use, arrangements will be made for the children to walk to or from the destination, accompanied by staff members, if this is a feasible option.

A copy of this policy is available to view in the Policy Folders held in the Nursery Office and Nursery Playrooms.

Reviewed: November 2024

Date of Next Review: November 2025