



PARENT INFORMATION WHEN ATTENDING EXCURSIONS, SERVICE EVENTS or REGUALR OUTINGS

Prior to commencement of the excursion, service event or regular outing all parents/guardians are to be briefed on the roles and responsibilities of the parent/guardian whilst attending the excursion, service event or regular outing

Parents/guardians are to be advised of the following:

- The staff in attendance are responsible for the overall event and total supervision and directions given by her/him whilst the children are in care are to be adhered to.
- Staff will hand parents/guardians a list of the children who they will be responsible for throughout the entire excursion, service event or regular outing
- The children are signed into the service and are the responsibility of the service.
- The regulations, policies, philosophies and values of the service are maintained at all times during the excursion.
- Parents/guardians need to be aware that whilst the children have a need to explore and experience the event, very close supervision is required at all times for all children allocated to the parents/guardians, even if this may be contrary to individual parenting styles. Please do not bring any pets along as this makes it more difficult to supervise the children as it creates a further distraction.
- If children need to use the bathroom a staff member is to accompany the child/children.
- Smoking in not permitted.
- If taking photos of your child please ensure no other children appear in the photos.
- You must not post photos or images on social media, taken of any children or individuals (outside of your personal family without prior written consent) while in attendance at an Shine Bright EYM service or related event such as an excursion, service event, regular outing or family event.
- Where parents/guardians are attending the excursion, service event or regular outing for the purpose of assisting with supervision of preschool children it is preferable, where possible not to bring younger siblings. Please discuss with service staff.