



Outings form

Date:

Staff going on outing: Total Number -  
Names -

Children going on outing: Total Number -  
Names -

Phone Taken:

Where are you going?

What is the purpose of this outing?

Time Leaving:

Number of children counted out:

Number of staff counted out:

Feedback from the outing:

Any improvements or recommendations for next time?

Emergency Bag taken:

Time Back in:

Number of children counted back in:

Number of staff counted back in: