

## Adult to child ratios for meetings and trips

The ratios set out below are the NSPCC recommended guidelines for meetings in your group's normal venue or for outings and trips.

Age range of children	Maximum number of children per adult
0-2 years	one adult to three children
2-3 years	one adult to four children
4-8 years	one adult to six children
9-12 years	one adult to eight children
13-18 years	one adult to ten children

In any group there should be at least two supervising adults present. If the group of children is mixed gender, the supervising staff should also, if possible, include both male and female workers.

These guidelines are minimum requirements only. Your risk assessment may indicate that you need more workers than the minimum in order to ensure safety. It is very important to think about the specific needs of the children in your group, the activities that they are going to be doing and the environment where the activities will take place. This may be the case, for example, if some of the children have specific support needs, if there are potential behaviour issues in the group or if there are additional risks associated with the activity that you are planning.

In situations where parents and carers are in attendance, you need to be clear, both in your own mind and with them, as to whether:

- they are there to meet their own needs and are expecting the supervising staff to be responsible for their children
- they are there to be responsible for their own children but not for any of the other children in the group

- they are there as adult helpers/volunteers working with all the children in the group.

Parents or carers that are to be responsible for children other than their own are, in effect, volunteers and they can be included in the number of supervising adults. Remember that they will need appropriate support, briefing and training for this and, if they take on this role on a regular basis, they will need to be DBS checked and go through your safe recruitment process. The safer recruitment, induction and supervision toolbox will help you with this.

Any parents/carers that are responsible for their own children only cannot be counted as volunteers. You can, however, take their children out of the equation for the purpose of calculating the number of supervising adults needed.