

Objective:

Children with special needs and caring adults, and/or children who would not normally have the opportunity, are brought together to have a memorable day out. Rotarians learn at first hand the problems of children in special needs schools, and support those who have dedicated their lives to looking after them.

Method:

There are 2 Rotary KidsOut Days:

- (1) **National Rotary KidsOut Day** which should normally take place on the second Wednesday in June.
- (2) **Festive Rotary KidsOut Day** which should normally take place on the first Tuesday in December.

If these date(s) are not suitable/available, an alternative date will be acceptable.

One or more Rotary clubs, where possible with Rotaract and Interact clubs should, in conjunction with the appropriate authorities, identify children with special needs and then through the schools.

Given the diversity and flexibility of the various Rotary KidsOut Day venues, additional *local* arrangements may be in place organised and coordinated by the local organising Rotary club(s) involved.

Registration:

Rotary club(s) need to register details of their Rotary KidsOut Event, either via the email *link* provided or by accessing the 'On-Line' Registration Process on the KidsOut website: <http://www.kidsout.org.uk>

Details to include, name of Rotary club(s), Rotarian contact details, Rotary KidsOut Day venue and date, together with name of school(s), number of children involved and accompanying authorised adults.

In the event of a query or problem please contact PDG Steve Cartwright (at the address below)

Safeguarding:

Please Note: Rotary clubs and Members involved with organising and being present at any Rotary KidsOut Event **should make themselves familiar with the RIBI Compliance Documents** (available on <http://www.rotarygbi.org>), i.e. Policies and guidance manuals covering Safeguarding, Health & Safety and Risk Assessments and Equality & Diversity.

A suitable venue (e.g. Theme Park/Theatre) should be carefully chosen and the full co-operation of the management, the police and the education authorities enlisted. Suitable arrangements should be made for meals.

Administration:

Under take Risk Assessments; plan to cover all contingencies. Ensure that the special needs of the children are fully understood.

Finance:

Clubs will have to decide whether or not to seek public sponsorship, plus grants from other bodies or to undertake the financing themselves.

If you wish to obtain financial aid from the KidsOut Charity, application should be made in writing to PDG Steve Cartwright (at the address below) **by no later than Mid-April (for the June National Rotary KidsOut Day) or Mid November (Festive Rotary KidsOut Day)**, giving anticipated numbers. The amount allocated to each child attending will be notified when clubs are asked to register for the event.

Insurance:

Third Party liability is covered by the RIBI policy and backed up by a second policy taken out by the Charity. However, to be sure of full cover, it is essential that the outing is registered by informing PDG Steve Cartwright (at the address below) of all relevant details.

Contact for further information:

RIBI Rotary KidsOut Day Specialist: PDG Steve Cartwright (Rotary Club of Lichfield St Chad), 7 Hall Farm Close, Hixon, Nr. Stafford, ST18 0FU. Tel: (p): 01889 207 360 (m): 07772 808 925 Email: scartwright1@hotmail.com