

## 8.2 Staffing ratios

### Children

For safety reasons, it is recommended that at least the following number of PCC-appointed leaders are present at **each** session. This is only a minimum and should be adjusted according to the activity or the building and the ability of the children.

Age Group	Staff	Children
0 – 2 years	1 for every	3
2 – 3 years	1 for every	4
3 years +	1 for every	6
5 years +	1 for every	8

(Anyone under 18 years old cannot be included in staff ratios and should not be solely in charge of a group)

### Working with children and young people

General guidance about the ratio of adults is affected by a number of variants. Ideally, there should be a minimum of two adults to each group. Other variants that affect ratios are:

- The age of the children or young people
- The venue in which they meet, the style of the building, its location
- The level of their abilities
- Any special needs
- The activity to be undertaken
- The need for special instruction

Judgements should be made on the basis of any varying circumstances, e.g. if children meet in a site with separate rooms, then open the doors and have a 'floating adult'.

It is also advisable to have staff or volunteers of both genders if working with a mixed gender group. If any of the group members come from a minority community, it is ideal if the adult team includes a member of that community.

When young people are being taken off the premises on residential events or on outdoor activities, the ratio of staff to young people will depend on added variants, such as:

- distance from home
- the 'risk' factor in the activities being undertaken
- the type of transport available
- the environment

Also be aware of changing circumstances, such as the weather.

When taking a group away, it is advisable to take a mobile telephone in case of emergency. However, if a group is being taken to an isolated area, it is advisable to check with the particular mobile phone company whether or not reception is available in the particular area, and when you arrive there make a test call.