



Accident And Emergency Policy

It is our policy to keep children safe when they are in our care.

Our premises have been checked and they meet the requirements of the Early Years Foundation Stage in England. We also regularly review, update and practise our safety routines, including fire drills every half term.

All staff have completed a first-aid course and hold a valid first-aid certificate. The first-aid box is clearly labelled and easily accessible. It is stored in a high cupboard in the kitchen, in the annexe building.

We hold written permission from parents to seek emergency treatment for their child(ren) in case is needed.

In the case of a serious accident or illness the parent/carer will be contacted (along with the child's GP if deemed necessary) and appropriate action will be taken. If the parent/carer is not available the senior member of staff will take charge and, if necessary take the child to hospital.

In the event of a major accident/incident;

- The Nursery Manager will assess the situation and decide if the child needs to go to the hospital.
- The accident/incident will be recorded and signed.
- If the child does need to go to hospital then an ambulance will be called and the parents contacted and told to meet at the hospital. A member of staff will accompany the child to hospital but will not be permitted to sign consent forms for the treatment. If there is any doubt of the child's condition then an ambulance will be called.
- If the child is well enough to remain in the Nursery until the parent/carer arrives then the child will be made as comfortable as possible.
- We will notify Ofsted if a child is admitted to hospital within 14 days of the accident/ incident, will act on any advice from Ofsted and if necessary will notify the Child Protection agency.

In the event of a minor accident/incident;

- A member of staff will assess the situation.
- The injury will be treated by a first aider.
- The child will be settled back into the classroom and observed closely.
- The accident/incident is recorded and signed.
- The Management reviews the accident forms termly with the risk assessments to look for any patterns.

Staff will always wear protective gloves when dealing with accidents and injuries. We will do our best at all times to make sure all children in our care are safe, reassured and kept calm. If necessary we will call our back up staff to ensure our child / carer ratios are maintained.