

04 Health procedures

04.1 Accidents and emergency treatment

Person's responsible for checking and stocking first aid box: Senior Team

The setting provides care for children and promotes health by ensuring emergency and first aid treatment is given as required. There are also procedures for managing food allergies in section 03 Food safety and nutrition.

- Parents consent to emergency medical treatment consent on registration.
- At least one person who has a current paediatric first aid (PFS) certificate is on the premises and available at all times when children are present. However, our aim is to ensure all staff members are trained in paediatric first aid. First Aid certificates are renewed at least every three years.
- All members of staff know the location of First Aid boxes, the contents of which are in line with relevant and up to date recommendations. Booklets detailing this are situated with the boxes.
- No other item is stored in a First Aid box.
- Vinyl single use gloves are always available. A thermometer is always kept in the office with easy access.
- For minor injuries and accidents, First Aid treatment is 'usually' given by a qualified first aider; the event is recorded on an Accident Form. Parents will have a copy of this form via Tapestry.
- In the event of minor injuries or accidents, parents are normally informed when they collect their child, unless the child is unduly upset or members of staff have any concerns about the injury. In which case they will contact the parent for clarification of what they would like to do, i.e. collect the child or take them home and seek further advice from NHS 111.

Serious accidents or injuries

- An ambulance is called for children requiring emergency treatment.
- First aid is given until the ambulance arrives on scene. If at any point it is suspected that the child has died, the police are called immediately.
- A member of staff goes to the hospital along with the child, and the child's registration form.
- Parents or carers are contacted and informed of what has happened and where their child is being taken to.

Recording and reporting

- The setting manager is consulted before a RIDDOR / OFSTED report is filed.
- If required, a RIDDOR form is completed; one copy is sent to the parent, one for the child's file and one for the local authority Health and Safety Officer.

- The directors are notified by the setting manager of any serious accident or injury to, or serious illness of, or the death of, any child whilst in their care in order to be able to notify Ofsted and any advice given will be acted upon. Notification to Ofsted is made as soon as is reasonably practicable and always within 14 days of the incident occurring. The designated person will, after consultation with the directors, inform local child protection agencies of these events