

## 04 Health procedures

### 04.1 Accidents and emergency treatment

**Person responsible for checking and stocking first aid box:** *Nicola Baker*

The setting provides care for children and promotes health by ensuring emergency and first aid treatment is given as required.

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, if not all the staff present. The Nursery aims to have all staff First Aid Trained and First Aid certificates are renewed every three years.
- All members of staff know the location of First Aid boxes, the contents of which are in line with St John's Ambulance recommendations. There is a named person in the setting who is responsible for checking and replenishing the First Aid Box contents.
- For minor injuries and accidents, First Aid treatment is given; the event is recorded in the setting's Accident Record book. Parents are given an accident form or informed of the accident that same day.
- 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, 06.10 Death of a child on site procedure is implemented and the police are called immediately.
- The registration form is taken to the hospital with the child.
- Parents or carers are contacted and informed of what has happened and where their child is being taken to.

#### **Recording and reporting**

- In the event of a serious accident, injury, or serious illness, the designated person notifies the designated officer using 6.1c Confidential safeguarding incident report form as soon as possible.
- The manager is consulted before a RIDDOR 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 manager reports any serious accident or injury to, or serious illness of, or the death of, any child whilst in their care 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 owners/directors/trustees, inform local child protection agencies of these events