



Maple Medical PRU *Young Parents'* *Centre*

Accidents and Emergencies

Most children will have occasional falls and minor accidents at some point during their time in the nursery. Whilst staff will take all reasonable steps to ensure that hazards to children – both indoors and outdoors – are kept to a minimum, we recognise that children need to explore and test their own developing physical abilities and will therefore occasionally injure themselves. When such an accident occurs staff will:

- Comfort the Child and provide any necessary first aid treatment.
- Record details of what happened in the accident folder including any treatment given.
- Sign the accident form and ensure that whoever collects the child also signs it.
- Bring the accident to the notice of the nursery manager who will consider any changes which need to be made to nursery equipment or routines etc. in order to prevent the same accident happening to another child.

In the extremely rare event that your child needs hospital treatment we will inform you immediately and arrange to take you to the hospital. You both will be transported by ambulance or taxi at our expense and a member of staff from the setting will travel with you.

If however a parent is not on site, you will be informed immediately. Details of the hospital your child will be taken to and any relevant information will be communicated to you. Your child will be accompanied to the hospital by staff from Maple until you arrive.

We will notify Ofsted, the local authority and the local safeguarding children's board of any serious accident or injury to, or serious illness of any child whilst in our care and act on any advice given.

Our nursery staff have a current paediatric first aid certificate and at least one member of staff will be on the premises, at all times, when children are present and on any outings.

Any accident that is due to faulty equipment or property of DMBC must be recorded on a DMBC Air1 form and parents must be given a copy. We are also obliged to inform your child's Social Worker if s/he is on the register.

If your child attends Nursery with an existing injury sustained off nursery premises an Existing Injury form will be completed with the Parent/Carer and we are also obliged to inform their Social Worker if they have one.

Any accident that is due to a Child's stage of development e.g.:- sitting/standing/walking will be recorded on a First aid form and parents will be informed at the end of the sessions.

Date of Policy: March 2017

Date of Review: March 2019

Signed

Nursery Manager.....

Chair of Management Committee.....