

Early Years Foundation Stage

**First Aid and Reporting Accidents Policy**

In the event of any serious accident, illness or injury or the death of a child whilst in our care we will record the action that was taken and as soon as is reasonably practical notify Ofsted. This Policy needs to be read in conjunction with the Managing Medicines Policy.

We will ensure that:

* There is a first aid box accessible at all times with appropriate content for use with children. The box should be checked on a regular basis and expired contents replaced and first aid treatment given
* We keep a written record of accidents or injuries and first aid treatment
* We will inform parents and or carers of any accident or injury sustained by the child on the same day, or as soon as reasonably practicable, and of any first aid treatment given
* Notify Ofsted, of any serious incident, illness or injury to, or death of, any child whilst in their care of the setting as soon as is reasonably practicable, but in any event within 14 days of the incident occurring
* We notify local child protection agencies of any serious accident or injury to, or the death of, any child while in our care, and act on any advice from those agencies
* Our induction training will include information about emergency evacuation procedures, health and safety issues and the procedure to be followed if a child is injured or has an accident
* All staff are required to complete the paediatric first aid course as part of their mandatory training.
* At least one person who has a current paediatric first aid certificate will be on the premises at all times when children are present, and must accompany children on outings and trips
* A record of any accident will be recorded in the accident book including those with no visible wound and be signed by the person in charge and the parent and or carer
* First aid kits will always be carried when children are taken off the premises on a visit, outing or trip
* We discuss with parents the protocol for contacting them or another adult designated by the parent if a child receives injuries whilst in our care
* Accidents involving bumps to the head will be monitored carefully and

appropriate action taken by a member of staff with a Paediatric First Aid

Certificate and parents will be informed

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* Obtain written parental permission, at the time of the child’s admission to the setting, for any necessary emergency medical advice or treatment their child may need while in our care
* Our First Aid training will be approved by the Local Authority and be relevant for workers caring for young children

In the event of an emergency or accident**:**

* The person discovering the emergency or accident to assess the situation and surrounding area to determine if the environment around the accident is safe to enter
* The designated first aider should be called and appropriate protection should be used at all times
* The relevant first aid appropriate to the accident should be administered

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* Parent’s wishes should be respected with regard to cultural and religious beliefs
* The accident book should be fully completed for all accidents including those with no visible wound and should be signed by the person in charge and the parent and or carer