



Accident, Incident and Emergency Policy

Policy Statement

It is my absolute priority to keep all children in my care safe, I will take every measure possible to protect your child/ren from harm of any kind both within and outside the setting. My setting has been inspected by Ofsted (England's Regulatory body) and meets the EYFS welfare requirements for childminding.

As a registered childminder I hold a valid paediatric first aid certificate, which will be renewed as and when required. I can administer basic first aid and have a first aid box that is clearly labelled and easily accessible on the top shelf in the kitchen cupboard. There is also one situated in our cabin. I also have a smaller first aid kit for outings stored in our outing backpack and replacement first aid kits in a labelled box.

Emergency contacts for all children in my care are stored within both first aid kits should they be needed immediately.

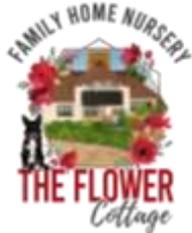
Procedure In the event of an accident involving a child:

- The injured child will be reassured whilst ensuring that all other children in my care are safe. This may involve strapping a younger child into a buggy and sitting older children somewhere safe where they can be seen, away from any danger.
- If possible, I will administer first aid and clean up the area; If I am unable to treat the injury, I will call 999 for assistance.
- If a child in my care should require hospital treatment, I will accompany the child until parents arrive. If needed, emergency back-up cover will be called to assist. This will be another registered childminder or a known responsible adult. These people will be known to you and your child/ren and are named below.
- Our emergency back-up childminder may contact you if an accident, incident, or emergency has taken place and you would be expected to collect your child/ren as soon as possible.
- Parents will always be informed of any accidents involving their child. I will use our judgement to determine whether they need contacting straight away, or whether parents can be informed upon collection of their child.

Accidents off site:

I will carry parents' contact details with me when I am away from my home, to follow procedures above should an accident occur off site.

Other emergencies: Should any other emergency occur (such as a terrorist attack, or a member of my family becoming ill in my home) I will contact parents as soon as possible. I expect that parents will also contact me in the event of any accident or emergency which may befall them. Should it not be possible for parents to contact me, then I will keep the children safe until such time as parents can contact me.



Recording:

I will record all details in the 'accidents and incidents' using the relevant forms and make these available for parents to sign and provide a copy for parents. If the incident is significant, I will inform Ofsted, (The local child protection agency) the Health and Safety Executive and my insurance company as soon as possible.

Emergency backup cover:

Joanne Evans (Known responsible adult)	07906130089
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Please ensure you have read and understand the Accident, Incident and Emergency policy and procedure.

All policies and procedures are reviewed regularly and updated when necessary.

This policy supports the following requirements and standards:

England Meeting the Early Years Foundation Stage welfare and Ofsted requirements
Safeguarding and promoting children's welfare

The provider must take necessary steps to safeguard and promote the welfare of children. The provider must promote the good health of the children, take necessary steps to prevent the spread of infection, and take appropriate action if they are ill.

This policy and procedure has been written by **Miss Caitlin Smith**, the Ofsted-registered childminder responsible for the care of children at **The Flower Cottage**, Dudley, West Midlands, DY2 7TQ.