**ACCIDENT POLICY**

Our Nursery encourages the children to be healthy and take suitable risk within their play. We aim to protect children from harm or neglect and help them to stay safe.

* All children who have an accident while in the care of our Nursery will receive appropriate care and treatment by a qualified paediatric First Aider.
* The child’s parent/carer will be contacted to inform them whenever a head injury has occurred.
* For injuries which are deemed to be more serious the child’s parent/carer will be contacted to collect them, in the event of a parent/carer being unreachable then we would seek to contact the emergency contacts on the child’s registration form.
* In the case of serious accidents where medical assistance is needed immediately, an ambulance will be called and a member of staff will accompany the child to hospital, staying with them until the parent/carer arrives.
* All accidents are recorded on an accident form.
* Practitioners must ensure the adult collecting the child signs the accident form. If for any reason this does not happen then the parent or carer will be contacted as soon as this has come to light.
* The Manager will monitor the accident records to ensure they are correctly completed with the child’s full name, the date, the time, when and where the accident happened; as well as seeking to identify any areas where accidents frequently occur.
* There will always be a minimum of one first-aider on duty at all times who holds a Paediatric First Aid (PFA) certificate; however we aim to have the majority of our staff holding a PFA. Anyone who qualifies in childcare after summer 2016 will need to gain their PFA within three months of starting work.

Policy revised December 2018 Lisa Gray