

ACCIDENTS AND EMERGENCY TREATMENT

Person responsible for checking and stocking first aid box: Room Leaders / supervisors and Deputy Manager

Creative Minds Nurseries provide care for children and promotes health by ensuring emergency and first aid treatment is given as required. There are also procedures for managing food allergies in section Food safety and nutrition.

Parents/carers' consent to emergency medical treatment on registration.

At least one person who has a current paediatric first aid (PFA) certificate must always be on the premises and available when children are on the premises and must accompany children on outings, who regularly update their training. We take into account the number of children, staff, staff breaks and the layout of our setting to ensure that a paediatric first aider is always available and can respond to emergencies. CMN strives for all staff to obtain PFA training.

First Aid certificates are renewed at least every three years. In line with the EYFS, all staff who obtained a level 2 and/or level 3 qualification since 30 June 2016 must obtain a PFA qualification within three months of starting work to be counted in ratios.

All members of staff know the location of First Aid boxes, the contents of which are checked monthly.

Vinyl single use gloves are also kept near to (not in) the box, as well as a thermometer.

There is a named person in the setting who is responsible for checking and replenishing the First Aid Box contents.

A supply of ice is kept in the milk kitchen and main kitchen fridges.

For minor injuries and accidents, First Aid treatment is given by a qualified first aider; the event is recorded in the setting's Accident Record book or digital recording system. Parents/carers may have a photo-copy of the accident form on request.

In the event of minor injuries or accidents, parents/carers 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.

Child's file is taken to the hospital with the child.

Parents/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 setting manager notifies the owner.

If required, a RIDDOR form is completed for student/work experience if injury is work related; one copy is sent to the parent/carer, one for the child's file and one for the local authority Health and Safety Officer.

The owners are notified by the setting manager of any serious accident or injury to, or serious illness of, or the death of, any child whilst in their care to be able 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, inform local child protection agencies of these events