



Thorner's Church of England VA Primary School
Fledglings Pre-School
Accidents and Emergencies Policy

Most children will have occasional falls and minor accidents at some point during their time at Pre-School. 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 book including any treatment given
- sign the accident book and ensure that whoever collects the child also signs it
- bring the accident to the notice of the Manager who will consider any changes which need to be made to the equipment, routines etc in order to prevent the accident happening again
- use the head injury form with advice to parents what to do in the case of head injuries
- use the body maps to aid the accuracy of the injuries documentation.

In the extremely rare event that a child needs hospital treatment we will contact the parent/carer immediately and arrange to meet them at the hospital. The child will be transported by ambulance or taxi at our expense and the child's key person or another member of staff will travel with them.

We will notify the County Health and Safety Team, in accordance with the DCC accident reporting policy and procedure, of any serious accident, injury to, or serious illness of any child whilst in our care and act on any advice given.

At least one person who has a current paediatric first aid certificate is on the premises at all times when children are present and on any outings.

In accordance with the Equality Duty we seek to ensure that all pupils achieve their best, according to their capabilities and regardless of their special needs, disability, gender, race, culture, social, economic, ethnic, religious background and denominational diversity.

Thorner's CE VA Primary School recognises that the welfare of the child is paramount and takes seriously its responsibility to safeguard and promote the welfare of the children and young people in its care.

Date adopted by Governing Body: September 2017

This policy will be reviewed and updated annually or as and when deemed necessary.