

04 Health procedures

04.1 Accidents and emergency treatment

Person responsible for checking and stocking first aid box: Vicki Wellen

The setting provides 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 03 Food safety and nutrition and 04 Health.

- Parents'/carers' consent to emergency medical treatment consent on registration.
- All practitioner staff have a current paediatric first aid (PFA) certificate and are available when children are on the premises or on an outing. All practitioner staff regularly update their training. First Aid certificates are renewed at least every three years. We ensure that the training provider who delivers PFA training to our staff are competent.
- Students and trainees that have PFA training may be included in ratios at the level below their level of study if we are satisfied that they are competent and responsible.
- 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 in line with St John's Ambulance recommendations as follows:
 - 20 individually wrapped sterile plasters (assorted sizes)
 - 2 sterile eye pads
 - 4 individually wrapped triangular bandages (preferably sterile)
 - 6 safety pins
 - 2 large, individually wrapped, sterile, un-medicated wound dressings
 - 6 medium, individually wrapped, sterile, un-medicated wound dressings
 - a pair of disposable gloves
 - adhesive tape
 - a plastic face shield
- Additional vinyl single use gloves are also kept near to 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 packs are kept in the freezer.

- For minor injuries and accidents, first aid treatment is given by a qualified first aider; the event is recorded on Tapestry. Parents are emailed a 'Minor Head Injury Notification and Advice' form once they have been informed of a head injury.
- In the event of minor injuries or accidents, parents/carers are informed when they collect their child. The discussion is confirmed on Tapestry and the entry submitted so that the parent/carer has access to the minor injury or accident. If the child is unduly upset or members of staff have any concerns about the injury, we will contact the parent to collect the child to take them to seek medical attention or 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. If at any point it is suspected that the child has died, procedure 06.7 Death of a child on site procedure is implemented and the police are called immediately.
- The child's Health Care Plan or Asthma Plan is taken to the hospital with the child, if they have one.
- Parents/carers are contacted and informed of what has happened and where their child is being taken to.
- If the parents/carers do not arrive at the setting before the ambulance sets off for the hospital, a member of staff accompanies the child and remains with them until the parent/carer arrives.
- The Manager arranges for a taxi to take the child and carer to hospital for further checks, if deemed to be necessary.

Recording and reporting

- In the event of a serious accident, injury, or serious illness, the designated person notifies the designated officer using 6.1c Confidential safeguarding incident report form as soon as possible.
- The Committee Chairperson is consulted before a RIDDOR report is filed.
- If required, a RIDDOR form is completed; one copy is sent to the parent, one for the child's file and one for the local authority Health and Safety Officer.
- The Committee are notified by the Manager of any serious accident or injury to, or serious illness of, or the death of, any child whilst in their care in order 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 Committee, inform local child protection agencies of these events