

ACCIDENT AND EMERGENCY POLICY

Policy Statement

It is my absolute priority to keep children safe whilst they are in my care. My premises have been checked and they meet the requirements of the Early Years Foundation Stage. I also regularly review, update and practice fire safety evacuation procedures. I record all details of fire drills. As a registered childminder, I am legally required to have a valid first aid certificate and to undergo training every three years. I can administer basic first aid treatment, and my first aid box is clearly labelled and easily accessible. It is stored in a high kitchen cupboard. I hold written permission from parents to get emergency treatment for their child if it is needed. I employ five staff who would provide emergency back-up cover if necessary.

Policy Procedure

If there is an accident to a child:

I will reassure the injured child while making sure that the other children in my care are safe. There will be childminding assistants on the premises to ensure the safety of other children. Then, if possible, I will deal with the accident. If not, I will ring 999 for help.

If I have to accompany or take a child to hospital, childminding assistants will remain in sole care of the other children.

If I manage to deal with the accident myself, I will tell the parents immediately.

If I accompany or take a child to hospital, I will contact the parents and ask them to meet me at the hospital.

Other emergencies:

Should any other emergency occur (eg. 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 children safe until such time as parents can make contact with me. I will also attempt other given emergency contact numbers.

Accidents off site:

I will carry details of all children with me when I am away from home in order to follow the above procedure should an accident occur off site.

If I have an accident, I will get the nearest responsible adult to help, whilst my emergency back-up cover are being contacted.

I will do my best at all times to make sure the children in my care are safe, reassured and kept calm.

Recording:

I will record all details in my accident book and make these available for parents to sign and provide copies. If the accident is significant, I will inform Ofsted and follow their guidance.

Emergency back-up cover

Childminding assistants : Kyrie Flockton, Sam Freeman, Rachael Slater, Alice Newsome and Rob Callear are available to cover when required.

Registered childminders: Rachel Gittins and Debbie High (childminders part of our local childminding network).

Mrs Beverley Flockton
Auntie Bev's Childminding
Reviewed September 2014