



# Netherlee Nursery Class Policy on Accidents/Incidents



## Aims

- To identify the procedure for reporting accidents, incidents, dangerous occurrences and near misses at Netherlee Nursery.
- To set out duties and responsibilities in relation to accident and incident reporting at Netherlee Nursery.
- To promote the "Right to be Safe" Article 19 of the United Nations Convention on the Rights of the Child (UNCRC).

## Objectives

- To ensure staff are aware of keeping children safe and the procedures in relation to accidents and incidents.
- To ensure all members of staff are aware of their roles and responsibilities in relation to accidents and incidents.

## Methodology

- Where a child has an accident requiring medical attention or takes ill in nursery we make every effort to get in touch with parents or an emergency contact.
- We have no medical or nursing personnel in the nursery and if we are unable to contact parents, where medical attention is required, if necessary, we would accompany a child to hospital in an ambulance.
- Parents should inform the nursery of any medical condition that may affect the child e.g. asthma, heart trouble, diabetes, allergies etc.
- When a child takes ill in nursery or has an accident we have to contact parents quickly. It is important that the nursery has up to date emergency contact numbers. We ask that parents/carers please inform the nursery IMMEDIATELY of any changes to emergency contacts.
- Accidents/Incidents (both children's details should be recorded) should be recorded on the appropriate form and signed by the adult collecting the child
- If a child had to be taken to hospital due to an accident/incident in nursery it must be reported to both The Care Inspectorate and RIDDOR.
- First Aid Boxes are checked on a regular basis by named CDO's
- In the event of a major incident requiring an ambulance, nursery staff should dial 999.

## Trained First Aiders

Melissa Dorrnan(Nursery based)	Pamela Montgomerie (Nursery Based)
Lynn Sweeney (School based)	Julie Roberts (School based)
Shona French (School based)	