



St Bartholomew's Nursery Class

Policy on Accidents

Aim:

To ensure that Health and Safety Procedures are followed and that injured children receive prompt appropriate treatment.

Objectives:

- To ensure timeously to accidents
- To ensure appropriate medical treatment by first aider and/or appointed person
- To ensure parents are kept informed
- To log accidents and treatments in accident book
- To endeavour to create a safe environment
- To carry out necessary risk assessment procedures

Role of the Head Teacher:

- To ensure that Health and Safety Guidelines are adhered to and that all staff are aware of Health and Safety procedures
- To ensure appropriate staff development and training
- To maintain an overview of all accidents and review current practice as necessary
- To ensure all staff are aware of First Aider and Appointed Persons

Role of First Aider/Appointed Person

- To apply first aid treatment as required (this may mean referral to hospital)
- To log accident and treatment in accident book
- To display current First Aid Certificate
- To report accidents to parents
- To maintain First Aid Boxes and display location notices

Procedure

- When a mild injury occurs treatment will be given in school office
- More serious incidents will require the First Aider/Appointed Person to assess the injured person before moving, if at all
- If referral to hospital is required, an ambulance will be called in emergencies. In non-emergency situations, parents, guardians and or emergency contacts will take the child from nursery to hospital.

Signed: *Martina Macintyre*

Reviewed: November 2023

