

Mel Andrew Daycare Accident and emergency policy

Accident and emergency policy statement:

It is my policy to keep children safe when they are in my care.

My premises have been checked and they meet the requirements of the Early Years Foundation Stage in England. I also regularly review, update and practise my safety routines, including fire drills.

As a registered childminder, I am legally required to have a valid first-aid certificate before registration. I can administer basic first-aid treatment, and my first-aid box is clearly labelled and easily accessible. It is stored on my fridge in the kitchen.

I hold written permission from parents on the Child Record Form to seek emergency treatment for your child if it is needed.

I also have an arrangement with another registered childminder to provide emergency back-up cover if necessary.

Procedure (how I will put the statement into practice)

If there is an accident:

- First, I will reassure the injured child while making sure that the other children in my care are safe. This may mean strapping a baby in a buggy or sitting an older child somewhere safe where I can see them.
- Then, if possible, I will deal with the accident. If not, I will ring 999/112 for help.
- If I have to accompany or take a child to hospital, I will either take the other children with me, or call my emergency back-up cover. This will be another registered childminder or known responsible adult.

If there is an accident or emergency, my emergency back-up cover may contact you and you will be expected to collect your child straight away.

If I manage to deal with the accident myself, then I will tell the affected child's parents immediately.

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

If I have an accident, I will get the nearest responsible adult to help, while my emergency back-up people 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.

Emergency back-up cover

Back-up registered childminder	Name: Melanie Deive Telephone: 01271 379703 - 07817 230285
Known responsible adult	Name: Rachael Hughes Telephone: 01271 323190 07779018386

I have read and understand the Accident and emergency policy.

I give my permission for the named emergency back-up people to have my contact details for use in an emergency.

I give permission for my child to be taken to hospital and be given emergency treatment providing every effort has been made to contact me.

Childminder's name	Melanie McKenna
Childminder's signature	
Date	28/9/10

Date policy was written	16 April 2009
This policy is due for review on the following date	28 September 2010 reviewed, all correct
Next due for review	September 2011