



Accident/Incident Policy

The safety of your child is paramount and I will take every measure I can to protect your child from hurting itself. However sometimes accidents do happen and I have written the following procedure on how I will deal with such a situation:

- I will comfort the child and reassure them
- I will assess the extent of their injuries and if necessary call for medical support/ambulance
- I will carry out any first aid procedures that are necessary and that I have been trained to do
- Once the child is more settled I will contact you as soon as possible to inform you of the accident and if necessary to ask you to return to care for your child/ meet me at the hospital

After a major accident, I will:

- complete a report in my accident book
- ask you to sign the report and then provide you with a copy
- minor incidents recorded in my 'bumps and grazes' book - sign only

If the incident requires any medical treatment then I will:

- inform Ofsted about any significant events)
- Inform my Insurance Company
- Contact the NCMA
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It is important that you keep me informed regarding your child's condition following an accident and if you have sought medical advice.

I have read and understood the details of this policy

Signed

Date

Please note

As a part of my continued professional practise this document will be reviewed and amended as appropriate. You will be notified of any changes and will be required to re-sign this document.