



Accident Procedure

All staff attend paediatric first aid training as part of their initial training courses when they join Dandelions. The current legal requirements for paediatric first aid are set out in the Safeguarding and Welfare section of the Early Years Foundation Stage (EYFS DfE, 2017) stating *“At least one person who has a current paediatric first aid certificate must be on the premises and available at all times when children are present, and must accompany children on outings. Childminders, and any assistant who might be in sole charge of the children for any period of time, must hold a current paediatric first aid certificate.*

Paediatric first aid training (see footnote 18) must be relevant for workers caring for young children and where relevant, babies. Providers should take into account the number of children, staff and layout of premises to ensure that a paediatric first aider is able to respond to emergencies quickly.

Footnote 18: Providers can choose which organisation they wish to provide the training (preferably one with a nationally approved and accredited first aid qualification or one that is a member of a trade body with an approval and monitoring scheme) but the training must cover the course content as for St John Ambulance or Red Cross paediatric first aid training and be renewed every three years”.

Dandelions first aid kit is checked monthly as part of the daily risk assessment. All accidents are recorded in the accident folder, signed at home time by parents.

The EYFS (DfE, 2017) states under Accident or Injury 3.50 *“Providers must ensure there is a first aid box accessible at all times with appropriate content for use with children. Providers must keep a written record of accidents or injuries and first aid treatment. Providers must inform parents and/or carers of any accident or injury sustained by the child on the same day as, or as soon as reasonably practicable after, and of any first aid treatment given”.*

The accident forms are reviewed by the Manager regularly, discussed in staff meetings and filed in the folder for the current term.

Dandelions Pre-School and Out of School Club deals with accidents using the following procedure: -

Minor Accidents

Minor accidents are dealt with in the classroom by the Keyworkers and any further attention to the accident is dealt with by the person responsible for First Aid.

Parents are informed by telephone immediately of any head injuries. Parents should also receive a head injury advice slip when collecting their child.

Major Accidents

If the accident is an emergency, then a paediatric first aid trained member of staff should deal with the casualty; while another member of staff informs office staff immediately. Office staff will contact parents and an ambulance if necessary. If an ambulance is called, the casualty should be kept calm and warm whilst awaiting medical help. The Keyworkers must stay with the rest of the group.

If a child's parents are not available and the child requires outside help, the Manager/ Deputy will be notified to take the child to the Blandford Hospital.

Major incidents/ accidents are reported to Ofsted.

The EYFS (DfE, 2017) states under Accident or Injury 3.51 *“Registered providers must notify Ofsted or the childminder agency with which they are registered of any serious accident, illness or injury to, or death of, any child while in their care, and of the action taken. Notification must be made as soon as is reasonably practicable, but in any event within 14 days of the incident occurring. A registered provider, who, without reasonable excuse, fails to comply with this requirement, commits an offence. Providers must notify local child protection agencies of any serious accident or injury to, or the death of, any child while in their care, and must act on any advice from those agencies”*.

Unwell Children

If a child is unwell, then parents are informed by Dandelions to collect their child. If Dandelions is unable to contact the parents of an unwell child, they are found a quiet place to lie and rest.

Children who are sent home due to illness need to remain at home for a minimum period of 24 hours and 48 hours if they have sickness and diarrhoea.

In line with Downlands School, Dandelions Pre-School and Out of School Club follow the Public Health England guidelines for 'Guidance on Infection Control in Schools and Other Childcare Settings' available at:-

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/522337/Guidance_on_infection_control_in_schools.pdf

References

DfE., 2017. *Statutory framework for the early years foundation stage* [online]. London: Crown Copyright. Available from: https://www.foundationyears.org.uk/files/2017/03/EYFS_STATUTORY_FRAMEWORK_2017.pdf [Accessed 6th November 2017].

Public Health England., 2014. *Guidance on infection control in schools and other childcare settings* [online]. London: PHE Publications. Available from: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/522337/Guidance_on_infection_control_in_schools.pdf [Accessed 6th November 2017].

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