



Oaklands Nursery & Childcare

ACCIDENTS

All parents/carers will be informed of any accidents involving their child.

Incidents will be dealt with as detailed below:

- There is a first aid box in every kitchen, also one to take on trips.
- In the event of a minor accident to a child the member of staff should provide the treatment considered necessary. They must ensure that the rest of the group is adequately supervised.
- If the injury does not require further treatment the member of staff who witnessed the accident should enter details in the accident book and ask parent to sign it at the end of the session.
- If an accident resulting in a serious injury takes place the manager/head must be informed immediately.
- If the child requires further treatment the parents will be asked to take the child to the doctor/hospital.
- If the injury requires hospital treatment urgently the manager/head will call an ambulance.
- For a serious injury the manager will complete a RIDDOR form.

All staff have up to date First Aid qualifications.

ILLNESS

- All staff will be aware of any children with an ongoing medical condition or allergy, how it affects the child and any necessary treatment, action to take in the event of a problem and any special requirements.
- For serious chronic conditions and allergies a care plan is produced.
- Parents are informed about any infectious or communicable diseases.
- Parents are requested not to bring children to nursery if they have an infectious disease.
- If a child becomes ill at nursery the parents or emergency contact will be contacted and asked to collect them. Until they arrive, the child will be made comfortable and stay with a member of staff in a quiet room (ensuring that ratios for the other children are not compromised).

Parents should ensure that Oaklands staff are aware of any allergy, dietary problems or ongoing illness relating to your child.