



Fairytales Day Nursery

Accident Policy

Staff should be able to deal with all accidents in a calm and professional manner, to prevent panic in the child or adult involved. At Fairytales all staff will be first aid trained and will re-sit an appropriate course every 3 years.

During any first aid incident, the feelings of the person involved in the accident are paramount and their stability must be maintained.

The person must first be assessed for any injuries to enable the appropriate action to be taken.

All people treating first aid injuries must protect themselves first especially where blood may be present. All staff will carry on their person disposable gloves and aprons.

A second member of staff should be available in the event of emergency services being needed.

Business insurance is held by Debbie latewood, Steff latewood, Laura Patel, Lisa Vickers and Shelley Hardy on their cars to allow for transfer to hospital if needed.

First aid kits are available in each room containing basic first aid equipment to allow for minor injuries to be dealt with and all staff carry a mini first aid kit on them. As soon as possible the injured person must be moved to a quieter area away from others to allow for further treatment to be performed.

Key persons are to gather any information with regards to allergies to ensure the correct treatment can be administered.

All relevant forms must be completed in as much detail as possible to allow for adequate explanations to be passed onto the parents/doctors/paramedics.

All equipment used to treat injuries must be disposed of in a nappy sack and placed in the nappy bin.

Hands should always be washed after dealing with an accident. All paperwork should be completed immediately afterwards and management informed.

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