

Accident and Emergency Procedure

The safety of your child is paramount and I will take every measure I can to protect your child from injury whilst they are in my care.

I risk assess my premises regularly to ensure it meets the safeguarding and welfare requirements of the EYFS.

As a registered childminder, I am legally required to have a full paediatric first-aid certificate before registration, and to ensure that my first-aid training is renewed every three years.

I will have a complete first-aid kit available in the setting at any time that children are present and will take a first-aid kit with me during off-site visits.

What would happen in the event of an accident?

- I will comfort and reassure the child, while ensuring the safety of any other children in my care.
- I will assess the extent of the child's injuries and perform any first aid that I have been trained to do, if required.
- If the injury is serious, I will follow the procedure given below.

What would happen in the event of a serious or life-threatening injury?

- I will contact the emergency services immediately and accompany the child to the hospital if necessary/possible.
- If I need to accompany a child to the hospital, I will either take the other children with me or call a known responsible adult to cover for my absence. Any such person will be identified to parents/carers.

- I will contact all parents/carers as soon as possible and, if necessary, ask you to collect your child from the setting or meet me at the hospital.

What would happen following an accident?

- I will record full details of how and where the accident happened and note any treatment given.
- You will be given a paper copy or sent an electronic version.
- You will be asked to acknowledge, in writing, that you have seen my accident report.
- I will inform Ofsted/my registering agency and my insurance company about any serious accident or incident.

What would happen in the event of an accident off-site?

- I will carry parent/carer contact details with me when I am away from the setting and follow the same procedures as above.
- A travel first-aid kit containing items that might be required while away from the setting will be taken on all off-site visits, along with any emergency medications such as allergy pens, asthma inhalers, etc.

What would happen if the childcare practitioner had a serious accident or had to leave urgently?

If parents/carers are called to collect their child(ren) following an emergency, they agree to set off immediately or send an emergency contact to collect them.

In the meantime, children may be left with another responsible adult until they can be collected.

An adult from the list at the end of this document will be called in where possible, but others may be used if these people are unavailable. Children cannot be left with backup cover for longer than is absolutely necessary.

What precautions are in place to help prevent

My setting is fitted with fully-functioning smoke detectors, which will be tested and checked regularly.

Children will learn about the function of smoke detectors, listen to what they sound like (with prior warning) and be taught about age-appropriate safety precautions.

We will look at where the exits are in the setting, discuss which we would use in an emergency and look for any safety control items that adults might use, e.g. fire blanket, fire extinguisher.

Only if I feel it is safe to do so, will I attempt to tackle a fire myself and the safety of the children in my care will be my first priority in such a situation. Evacuation may be necessary in the event of a fire, flooding, etc.

The children will regularly discuss and be made aware of the evacuation procedure so that they would know what to do in the event of a real emergency.

Practices will be carried out on different days of the week to ensure that all children get a chance to practice and the details of these practices will be recorded.

What would happen during an emergency

1. Sound the alarm.
2. Evacuate the children using the safest and nearest exit available (babies and toddlers will be carried safely). We will all walk calmly, to avoid any accidents. Children and adults will not be allowed to stop to collect any other personal belongings or outdoor clothing/footwear.
3. Take a mobile phone with emergency contact details outside, if safe to do so (plus attendance records for larger settings).
4. Close windows and doors behind us, where possible, to prevent further spread of a fire.
5. Go to the agreed assembly point (if safe to do so) or somewhere away from danger.
6. Contact the emergency services.
7. Comfort and reassure the children.
8. Find a safe place, then contact parents/carers to collect their children as soon as possible.
9. Follow the instructions of the emergency services.
10. Do not return to the building until the emergency services have declared it safe to do so.

'Providers must have appropriate fire detection and control equipment (for example, fire alarms, smoke detectors, fire blankets and/or fire extinguishers) which is in working order.'

[EYFS Framework 2021, DfE](#)

Responsible Adult 1: Courtney Marshall	Telephone Number: 07393900971
Details: Main Childminder	
Responsible Adult 2: Daniel Randall	Telephone Number: 07305005260
Details: Main Childminder's Partner	
Responsible Adult 3: Melanie Randall	Telephone Number: 07938870988
Details: Family member, Local school Behavior TA	