

## **Policy statement: accident and emergency**

It is our absolute priority to keep children safe while they are in our care.

Our premises have been checked and they meet the national standards for child-minding outlined by Ofsted. We also regularly review, update and practice safety routines.

As a registered Childminder, I am legally required to have a valid first-aid certificate within 6 months of starting child-minding and to renew it every 3 years. Richard also holds a valid first aid certificate. We can both administer basic first-aid treatment, and our first-aid box is clearly labelled and easily accessible. It is stored on the top shelf of the larder cupboard adjacent to the fridge in the kitchen. Parent contact numbers in my mobile phone (also a record is stored on a paper copy, plus an electronic copy on the laptop). which I always carry with me.

I hold written permission from parents to get emergency treatment from their child if it is needed.

## **Procedure (how I will put the statement into practice)**

If there is an accident:

- First, I will reassure the injured child while making sure that the other children in my care are safe. This may mean strapping a baby in a buggy or sitting an older child somewhere safe where they can be seen.
- Then, if possible, I will deal with the accident. If not, I will ring 999 for help.
- If I have to accompany or take a child to hospital, I will either take the other children with me, or call my emergency back-up cover. This will be another registered Childminder or known responsible adult.

If there is an accident or emergency, my emergency back-up cover may contact you and you will be expected to collect your child straight away.

If I manage to deal with the accident myself, then I will tell the parents immediately.

If I accompany or take a child to hospital, I will contact the parents and ask them to meet me at the hospital.

If I have the accident, I will get the nearest responsible adult to help, while my emergency back-up people are being contacted.

I will do my best at all times to make sure the children in my care are safe, reassured and kept calm.

### Emergency back-up cover

Childminding Assistant	Richard Clayton
Known responsible adult	Shirley Clayton or Sharon Pickering