
Accidents & Incidents /Illness Emergency policy

At Gina's Montessori Nursery, we encourage and promote good health and hygiene for all the children in our care. This includes monitoring for signs and symptoms of communicable diseases such as chickenpox, measles, mumps, rubella, meningitis, hepatitis, diarrhea, vomiting and fevers of 38C or over.

With the welfare of the sick child in mind and in the interests of the remaining children in the nursery, if in the opinion of the staff a child is ill, then the parent/carer will be contacted and requested to collect him/her as soon as possible. The child can return to the nursery once back to full strength.

In the case of a serious accident or illness occurring, then the parent/carer will be contacted immediately along with a medical professional and appropriate action taken. In the unlikely event of the parent not being available, the senior staff member will assume charge and if necessary take the child to the hospital along with all the relevant details.

The following procedures will be followed in the event of:

Major accidents

At all times the staff must wear protective clothing (disposable aprons and gloves)

1. The manager will assess the situation and decide whether the child needs to go immediately to hospital or whether the child can wait for the parent/main carer to come.
 - If the child needs to go straight to hospital an ambulance will be called. Then the parent/main carer will be contacted and arrangements will be made to meet the parent/main carer at the hospital. A member of staff to accompany the child to the hospital, but will not sign for any treatment to be carried out.
 - If the child can wait for the parent/main carer to come, then the parent/main carer will be contacted and the child will be made as comfortable as possible and a member of staff will stay with them until the parent/main carer arrives. It will then be for the parent/main carer to decide whether to go to the hospital or not.
2. A report of the accident will then be recorded in the accident log

Minor accident

At all times the staff must wear protective clothing (disposable gloves and aprons)

1. The injury is assessed by the Keyworker if necessary the manager is called
2. The injury is then treated
3. The child is then resettled back into the base room and observed
4. The incident is then recorded in the accident book and an incident slip is written and placed in the child's drawer for the parent

The accident book is checked by a senior member of staff on a regular basis to check for patterns.

Incidents

An incident form can also be used to record something which happened that could have been dangerous, actions deemed as unwanted behaviour, an action that could cause damage, loss or injury. Some examples are:

- Loss of amenities
- An argument
- A temper tantrum out of the norm
- A stranger trying to gain access to the building
- An un-witnessed injury

Date:	Signed by Manager	Review date
August 2021	Gina Ferriter	August 2022