



Accident and Incident Policy

Policy Created: 4th June 2024

This policy is reviewed on an annual basis. To be reviewed by June 2025

As a registered tiney home leader, I will take every precaution I can to ensure the safety of the children I care for and protect them from harm. Unfortunately, accidents may still happen, so I have written the following procedure to set out how I will deal with any accidents or incidents that occur:

1. I will comfort the child/ren and reassure them with awareness of previous discussions with parents/ own observations about how the children prefers to be comforted
2. I will assess the extent of their injuries and, where necessary, call for medical support/ambulance
3. I will use my knowledge of first aid and carry out any first aid procedures that are necessary and that I have been trained to do
4. As soon as the child is more settled I will contact you via the app to inform you of the accident and if necessary to ask you to return to care for your child or meet me at the hospital

After every accident, however minor I will:

1. Complete an accident/incident form
2. Ask you to read and sign the form (There will be a paper copy to sign at collection and please do acknowledge receipt of information by replying in the app during the session even if the child is ok to continue.)

If the incident requires any medical treatment, then I will (in addition to the above):

1. Inform Tiney as soon as possible and within 14 days
2. Inform my Insurance Company Morton Michel as soon as possible
3. Inform the Health & Safety Executive of any serious reportable accidents or injuries/death of a child whilst in my care and act on any advice given.

It is important that you keep me informed regarding your child's condition following an accident and if you have sought medical advice. My records will be amended accordingly.

I have received paediatric first aid training by an approved trainer.

I will also have a first aid box with me at all times to enable me to provide basic first aid to the children in my care.

First aid will be provided with awareness of any issues i.e. allergies to plasters, child's worries and concerns etc...