



Jeavons Wood Pre-school

Accident and Illness Policy

Introduction

Whilst we endeavour to do all we can to prevent accidents and injuries occurring at Pre-School, we realise that with young children it is inevitable that accidents may occur during their natural exploration of the environment. Therefore, this policy outlines what the staff at Jeavons Wood Pre-School will do in the event of an accident and our policy regarding minor illnesses which are common in young children.

All areas of the Pre-School and high risk activities which the children participate in are risk assessed and recorded to ensure measures are put in place to make any risks as low as possible.

If an accident or incident occurs where the child is injured, leaving a mark or scratch, etc. the child is treated by a first aid trained member of staff and given a cold compress to put on the injured area. If required, a plaster or dressing is applied. The accident/incident is recorded on an accident form in the accident folder with the date and time of the accident, what happened, how the child was treated and who dealt with the accident. The accident is reported to the parent/carer who will then be asked to sign the accident form when they collect the child.

If an accident or incident occurs but no visible signs of injury are present, it is still recorded in the accident/incident folder and reported to the parent/carer.

In the event of a head injury the parent/carer will be informed immediately by telephone so they can decide if they wish to collect their child and seek further medical assistance.

If a parent/carer is unable to be contacted and in the opinion of a senior member of staff it is felt that a child is in need of further medical attention, we will call 999 for the ambulance service. Where possible two members of staff (including a senior member) should accompany the child and parents will be left a message (where possible) to let them know the action that has been taken. All action will be recorded in the accident folder and signed by a member of staff and parent/carer.

Any staff accident/incident, including the case of staff being injured by a child, will also be recorded in the accident folder.

Childhood Illnesses and Ailments

Unfortunately, there are many illnesses and ailments which children may suffer with during their childhood. Many of these are infectious and in order to keep the other children attending the Pre-School safe, we adhere to the recommended guidelines for exclusion of children which can be found on the Pre-School parent notice board.

The most common illnesses are coughs and colds, which, as long as the child is happy and well does not have an exclusion period from Pre-School. If a child suffers from sickness or diarrhea, they should not attend Pre-School for 48 hours after the **last** bout to avoid infection of other children.

If a child has been given Calpol the day on which they are attending Pre-School, it would suggest that the child is not well enough to attend their session therefore they are not allowed to attend Pre-School.

Head lice

Head lice can be very common amongst young children and whilst it is not a harmful condition, it can spread between children very quickly as their heads are constantly together while playing. Whilst there is no legal exclusion period for children with head lice, if we see live lice in a child's hair, we will contact the parent/carer to ask for the child to be collected and treated before returning to Pre-School. If we notice headlice eggs in a child's hair we will inform the parent/carer when at the end of the session. We do recommend that parents 'check' their child's hair regularly to detect any of the small white eggs or lice.

Policy Written - May 2014

Date Reviewed - March 2020

Date to be Reviewed - March 2021

Signed:

Dated:

Governor: