# First Aid, Accident and Illness Policy

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The setting provides care for children and promotes health by ensuring emergency and first aid treatment is given as required.

Parents/carers' consent to emergency medical treatment on registration.

At least one member of staff who has a current paediatric first aid (PFA) certificate must always be on the premises and available when children are on the premises and must accompany children on outings.We consider the number of children, staff, staff breaks and the layout of our setting to ensure that a paediatric first aider is always available and can respond to emergencies.

We ensure that the training provider who delivers PFA training to our staff are competent.

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A first aid box, which is marked, will be easily accessible. Its contents will be checked regularly and restocked.

In the event of a minor accident, a trained first aider will attend to the child and administer necessary first aid. The accident will be recorded in the accident record form and reported to parent or person collecting child at end of session.

In the event of a serious accident, emergency treatment will be sought, the leader will contact the parent or emergency contact number and details of the accident will be recorded in the accident book. If the injury is severe an ambulance will be summoned immediately. A member of staff will accompany and stay with the child until the parents arrives.

Illness

Any child with an infectious disease will be excluded from the setting and parents advised when they might return, taking account of “Guidance on Infection Control in schools and Nurseries” from Department of Health.

<https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities/children-and-young-people-settings-tools-and-resources#exclusion-table>

Ofsted will be advised if any of the diseases are notifiable.

Children with sickness and diarrhoea will be excluded from the setting until they have been clear of symptoms for 48 hours. If staff think a child is unwell or may spread infection to others, parents will be asked to take them home.

If a child becomes ill during the session, they will be made comfortable, treated as appropriate, and parents or emergency contact will be called to collect the child immediately. In an emergency, a call to emergency services will be made and the child will be taken to hospital, accompanied by a member of staff if no parent is available. The child’s registration details will be taken with them.

Any treatments will be recorded in the Accident Report Form

Ofsted will be informed of any cases of food poisoning affecting two or more children, meningitis, or any of the notifiable diseases listed below:

* Acute encephalitis
* Acute poliomyelitis
* Anthrax
* Cholera
* Diphtheria
* Dysentery
* Food poisoning
* Leptospirosis
* Malaria
* Measles
* Meningitis  
  meningococcalpneumococcalhaemophilus influenzaeviralother specifiedunspecified
* Meningococcal septicaemia (without meningitis)
* Mumps
* Ophthalmia neonatorum
* Paratyphoid fever
* Plague
* Rabies
* Relapsing fever
* Rubella
* Scarlet fever
* Smallpox
* Tetanus
* Tuberculosis
* Typhoid fever
* Typhus fever
* Viral haemorrhagic fever
* Viral hepatitis  
  Hepatitis AHepatitis BHepatitis Cother
* Whooping cough
* Yellow fever)

ACCIDENTS, INJURY, DEATHS

Ofsted must be informed about:

* Death of a child while on premises, or later, as the result of something that happened while child was in setting
* Death or serious accident/injury to any other person on premises
* Serious injuries, defined as: Broken bones/ fractures, loss of consciousness, pain not relieved by pain killers, acute confused state, persistent, severs chest pain or breathing difficulties, amputation, dislocation of major joint, loss of sight, chemical or hot metal burn to eye, penetrating injury to eye, injury from electric shock or burn, any other injury leading to unconsciousness or requiring resuscitation, or admittance to hospital for more than 24 hours, unconsciousness caused by asphyxia, medical treatment arising from absorption of substance by inhalation, ingestion or through the skin, or from exposure to a biological agent, toxins or infected material.
* If a child is taken to hospital directly from the setting, or later because of something that happened while they were in the setting
* Any significant event likely to affect the suitability to care for children

This should be done by telephoning 0300 123 1231 within 14 days of the incident and followed up in writing. Leeds Safeguarding Children’s Partnership will also be informed.

September 2025