



The Play Den

10 Safeguarding and Welfare Requirements

ACCIDENT, INJURY (including pre-existing) and NEAR MISS INCIDENTS

At The Play Den we ensure a First Aid box is accessible at all times and is reviewed and replenished on a regular basis – every year as a minimum. Contents are appropriate to be used with children.

There is a separate First Aid box for staff at the setting.

We keep a written record of all accidents or injuries sustained in the setting and details of first aid administered. In the event your child has been bitten, we record the number of teeth marks as bruising may occur at a later date. If the bite has broken the skin, we will contact you as you may wish to make a GP appointment. We hold accident details for 2 years. We aim to notify parents on the same day or as soon as is reasonably practical. **(Safeguarding and Welfare 3)**

In the event of a burn injury, we will notify the paramedic the percentage of burn, using the method of child's palm =1%

Pre-existing injuries

We also record details of any injury or bruising to a child that has occurred outside the setting. We will ask you how the injury occurred and what steps were taken at the time (such as if a GP or hospital visit was necessary and what recommendations were made). We reserve the right not to accept your child if we believe in doing so could endanger him/her further or is a risk to others. **(Safeguarding and Welfare 3)**

Any serious accident, illness, injury or death of a child in our care would be notified to Ofsted as soon as is possible (in any event within 14 days). Advice

will be sought from the Early Years Safeguarding Officer and the Local Authority Designate Officer (LADO) at the Local Safeguarding Children's Board will be notified. **(Safeguarding and Welfare 3)**

We monitor both the accident and pre-existing injury files as part of our safeguarding procedures.

Near-miss incidents

In the event of 'near-miss' incidents (where a child could have been injured but for preventative action), we record these in a 'near-miss incident' file. As part of the setting investigation, staff are interviewed regarding what went wrong and to establish what we can do to prevent a repeat of the incident. We notify you of any instance where your child was involved in any such instance.

Other agencies may be involved in such incidents and we will comply with all recommendations and legal requirements. Depending on the nature of incidents, staff may be suspended until an investigation has been carried out.

The advice/opinion of other partner agencies will be sought (e.g. Early Years Consultant or the Local Authority Safeguarding officer) to ensure all aspects of the investigation have been covered. We will follow the advice of professional partners and act accordingly.

This policy was produced on 22/10/12 and updated on 23/3/18