

## **Springwell Child Care**

### **Accident and Incident Policy**

Any accident or incident that occurs that results in a child being injured, will be dealt with immediately.

- First aid or medical attention will be administered/sought immediately.
- Parent/carer/emergency contact will be called if appropriate.
- All details will be recorded in an Accident/Incident report.
- Parent/carer will be informed when collecting the child and they will be required to read and sign the accident/incident report.
- Steps will be taken to limit further accidents/incidents occurring, where appropriate.
- Service provider will follow St Andrew's Ambulance Association's guidance on suitable first aid box contents where the items are checked and replaced if used or expired.