



# Chew Stoke Out of School Club

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## Accident Policy

**Chew Stoke Out of School Club aims to provide a safe environment for the children who attend the Out of School Club.**

All club staff hold a full 12 hour paediatric first aid certificate.

In accordance with our Health and Safety Policy we carry out daily and annual Risk Assessment which address accident prevention

### **In the event of an accident:**

1. If the accident is minor and requires only basic first aid a member of trained club staff will administer this.
2. In the case of a more serious accident, we will call an ambulance in the first instance and then contact the parent (e.g. broken bone or head injury). A member of staff will accompany the child to hospital.
3. If the parent/guardian cannot be contacted, the play leader will seek appropriate medical attention or treatment for the child and take responsibility for caring for the child until parent/guardian arrives.
4. Injured children or adults will not be given anything to eat or drink until a medical practitioner agrees that it is safe to do so. This is in case the injured person could be further harmed by eating or drinking, or in case they have to undergo anaesthesia as part of their treatment.
5. The other children will be kept from the accident scene. They may be distressed and need comforting.



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6. The child's registration form must be taken to the hospital with the child. This form will have been signed and dated by the parent/carer giving permission to seek emergency medical treatment.
7. All accidents to children or staff, however slight the injury must be clearly recorded on a new page in the Accident Book and signed by the member of staff who dealt with the accident.
8. The parent/carer (or person collecting the child) must sign the Accident Book. Parents/carers of children/relatives of staff should be fully informed regarding the accident and the action taken.
9. The registered person must inform Ofsted of the following:
  - Any serious accident or injury to, or the death of any child while receiving childcare
  - Any serious accident or injury to, or the death of, any person in the premises on which childcare is provided.