



# Anne Riggs Childcare

[anneriggsschildminding.co.uk](http://anneriggsschildminding.co.uk)

Looking after generations of  
Plymouth's children since 1989

## Accident and Illness Policy

Revised March 2016

It is my policy to keep children safe and well when they are in my care.

My premises have been checked and they meet the requirements of the Early Years Foundation Stage in England. I also regularly review, update and practise my safety routines, including fire drills and risk assessments.

As a registered childminder I am legally required to have a valid paediatric first-aid certificate before registration, and my assistant must hold a valid paediatric first-aid certificate before having independent care of the children. We can administer basic first-aid treatment, and the first-aid box is clearly labelled and easily accessible in the dresser in the lounge. Emergency consent forms with parent contact details are kept in the first-aid box.

I hold written permission from parents to seek emergency treatment for their child if it is needed.

If necessary I have an arrangement with another registered childminder to provide emergency back-up cover if my assistant is unavailable.

### Procedure

If there is an accident/illness while a child is in the care of my setting:

- First, I will reassure the injured/ill child while making sure that the other children in my care are safe. This may mean strapping a baby in a buggy or sitting an older child somewhere safe where I can see them, especially if out of the home.
- Then, if possible, I will deal with the accident/illness myself. If I manage to deal with the accident/illness, then I will tell the affected child's parents immediately.
- If your child becomes unwell and needs you or has a suspected infectious illness I will telephone you to arrange collection of your child immediately. In the unlikely event of a parent being unavailable I would call their alternate emergency contact and would then assume charge until relieved by the parent or their designee. If necessary I would accompany/take the child to hospital, taking any relevant details.
- If I am unable to deal with the emergency I will ring 999 for help.

- If I need to take a child to hospital I will try to contact their parents as soon as possible and ask them to meet me at the hospital.
- If I have to accompany or take a child to hospital, I will either take the other children with me, or call my emergency back-up cover. This will be another registered childminder or known responsible adult. These people will be known to your child if they are of pre-school age, and are named below.

If there is an accident or emergency involving another child, myself or my emergency back-up cover may contact you and you will be expected to collect your child straight away.

If I have an accident, I will get the nearest responsible adult to help, while my emergency back-up people are being contacted.

I will do my best at all times to make sure the children in my care are safe, reassured and kept calm.

## **Emergency back-up cover**

### **Back-up registered assistant childminder:**

**Name:** Mr Glen Riggs

**Telephone:** 01752 768931 / 07972557321

### **Back-up registered childminder:**

**Name:** Mrs Karen Gilbert

**Address:** 9 Milehouse Road, Milehouse,  
Plymouth PL3 4AD

**Telephone:** 01752 567559 / 07712780656

If a child sustains an accident that requires a visit to hospital or is of a nature that it is on the RIDDOR types of reportable injuries list then I will report it to RIDDOR as soon as is possible and within 24 hours.

I am happy to care for children with minor coughs and colds but cannot care for children who are very unwell, infectious or running a high temperature. I have to consider the well being of all the children in my care and if I also contract a contagious condition this could result in you being inconvenienced at a later date.

I will use the Local Authority's [Guidance on infection control in schools and other childcare settings](http://www.plymouth.gov.uk/the_spotty_book.pdf) [http://www.plymouth.gov.uk/the\\_spotty\\_book.pdf](http://www.plymouth.gov.uk/the_spotty_book.pdf) and Public Health England (PHE) as

reference for exclusion periods when a child is infectious. I will report any incidents of notifiable/infectious diseases to PHE and serious illnesses to Ofsted.

**If your child is infectious or has suffered with diarrhoea or sickness within the last forty-eight hours please keep them at home and advise me of their absence.**

Childminder: ..... Dated: .....