

Sandbank and Valley Nursery Schools Federation

Accident Procedure



April 2023

Accident Procedure

If an accident happens what do I do?

- Remain calm and try not to panic
- Call for a registered First Aider if necessary
- Remain with the child/adult until the registered First Aider arrives as they may need your help
- Do not move the child/adult and wait for the First Aider to assess the situation
- Be ready to tell the First Aider what has happened
- If you are able to deal with a minor accident yourself, make sure it is properly recorded and parents/carers have signed the accident record on the actual day
- Make sure the accident details is shared promptly with the child's keyworker