

Major Accident Or Incident Policy

Munchkids requests that parents/carers complete and sign the Emergency Treatment form enabling the Manager or any member of staff so empowered, to give permission for emergency medical treatment for their child in the event of a major accident, incident or illness occurring at the club.

In the event of such an event, the following procedures will apply:

- In the first instance the First Aider will be notified and take responsibility for deciding upon the appropriate action.
- The first Aider will assess the situation and decide whether the child needs to go straight to hospital or whether they can safely wait for their parent/carer to arrive.
- If the child needs to go straight to hospital, an ambulance will be called. The parent/carer will also be contacted. A member of staff will accompany the child to the hospital and will consent to medical treatment to be given, so long as the Emergency Treatment Form has been completed and signed.
- If the child does not need to go straight to hospital but their condition means they should go home, the parent/carer will be contacted immediately and asked to collect their child. In the meantime, the child will be made as comfortable as possible and be kept under the close supervision.
- Parents/carers will be made fully aware of the details of any incidents involving their child's health and safety, and any actions taken by Munchkids and its staff.
- All such incidents or accidents will be recorded in detail and logged in the Incident/Accident Book. Parents/Carers will be asked to sign in the relevant section of the book to acknowledge the Incident/Accident and any action that was taken.
- The Manager and other relevant members of staff should consider whether the accident or incident highlights any actual or potential weaknesses in the club's policies or procedures, and act accordingly, making suitable adjustments where necessary.

Agreed by committee

William Allen – Chairperson MASC

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