**Serious Incident Policy**

**(OFSTED - Online Form** [**https://www.report-childcare-incident.service.gov.uk/serious-incident/childcare/update-incident/**](https://www.report-childcare-incident.service.gov.uk/serious-incident/childcare/update-incident/)

**Telephone – 0300 123 1231)**

Childcare providers on the Early Years Register are required to notify OFSTED and Local Child Protection Agencies of any serious illnesses, accidents, injuries to or death of a child in their care. The Law sets out the requirements in the *Childcare (General Childcare Register) Regulations (2008), The Statutory Framework for The Early Years Foundation Stage and in the Early Years Foundation Stage (Welfare Requirements) Regulations 2021.*

*The Reporting of Injuries, Diseases, and Dangerous Occurrences Regulations 1995 (RIDDOR)* sets out definitions of constitutes a serious accident or injury.

* “On the premises” is determined as being during the hours our setting is providing childcare.
* Inform OFSTED of any serious incident that occurs during an outing.
* Incidents should be reported as soon as possible and in all cases within 14 days of the incident.
* There is a comprehensive online form to complete.

They will keep a record of all information given and may to have the information supplied in writing. They may need to share this information with other agencies.

**What must be notified**

* The death of a child while on the premises, or later, as the result of something that happened while child was in our care
* Death or serious injury to any other person on the premises
* Serious injuries as described at <https://www.gov.uk/guidance/childcare-reporting-childrens-accidents-and-injuries>
* Where a child in our care is taken to hospital (to an Emergency Department for more than 24 hours), either directly from preschool, or as a result of something which happened at Preschool.
* Any significant event which affects our ability to provide childcare.
* Incidents of food poisoning where more than two children affected.
* Allegation of harm or abuse committed by people who work on or look after children on the premises.
* A significant event that may affect someone’s suitability to look after children.
* Disqualification of registered provider or an employee.
* Events which might affect the condition or safety of the premises, quality of childcare offered or lead to ongoing closures.

**Definition of Serious Injury**

* Broken bones or fracture
* Loss of consciousness
* Pain not relieved by simple painkillers
* Persistent severe chest pain, or breathing difficulties
* Amputation
* Dislocation of any major joint
* Loss or sight (temporary or permanent)
* Chemical, hot metal burn or penetrating injury to the eye.
* Injury resulting from electric shock if electrical burn leading to loss of consciousness, requiring resuscitation or admittance to hospital
* Any other injury leading to hypothermia, heat induced illness or unconsciousness, requiring resuscitation, or requiring admittance to hospital for more than 24 hours.
* Unconsciousness caused by asphyxia or exposure to harmful substance or chemical agent.
* Medical treatment, or loss of consciousness arising from absorption of any substance by inhalation, ingestion or through the skin
* Medical treatment where there is reason to believe that this resulted from exposure to biological agent, toxins or infected material.

Minor injuries must be recorded on Accident Forms, but OFSTED do not need to be notified.

Any death, serious accident or injury must be reported to our local safeguarding children’s board. We will follow their procedures regarding what needs to be reported. If any doubt advice will be sort from the Children’s Helpdesk.

Other agencies such as the Health and Safety Executive or Environmental Health Departments may need to be informed. We will follow the regulations relating to reporting to these agencies.

**Requirements to Inform Parents**

Parental permission to obtain emergency medical advice or treatment for their child is obtained on admission to Preschool. Details of any accidents, injuries and first treatment are given to the parent when child is collected. These are recorded on an Accident Form, which parents are asked to sign. It is noted if a refusal to sign is given. With parental permission, this information may be given to the person who collects the child.