



Little Swans Day Nursery Emergency Medical Treatment Policy and Procedures **July 2017**

Reviewed by Samantha Tranter, Nursery Manager

The person/s identified who are authorised to make decisions when health emergencies occur are Samantha Tranter, Nursery Manager and /or Elaine Boulton Nursery Owner. Both members are educated in emergency care this includes basic life support, first aid and the use of metered dose – inhalers and nebulizers and appropriate treatment for children or staff experiencing anaphylaxis, asthma or diabetes.

If a child with special educational needs is likely to require emergency treatment an emergency plan should be completed (kept on child's file) and taken with the child to the hospital or given to the paramedics without delay.

A complete medical kit is kept in a secure location in each area and is readily available to staff and a protocol for updating the kit/s has been established.

This policy has been written in order to address medical consent in the event of a child:

- Being seriously injured
- Or a child suffering from some other condition requiring urgent medical attention, during nursery all on a nursery outing off the premises

At Little Swans it is our policy to encourage and promote good health and hygiene for all the children attending the setting. When a parent leaves their child at the nursery in our care, we are legally bound to ask for written consent to seek medical help in the case of an emergency. This is **NOT** a consent to any treatment being given, but merely authorises the child to see a medical practitioner if the need arises.

Medical position at the nursery

It is not a matter for Little Swans Day Nursery to give consent to medical treatment for a child. The following information is the way in which we address the issue of administration of medical treatment and is a non- negotiable position.

The role of the nursery is to ensure:

- A child gains access to the medical services needed
- Provides medical staff with parent details and relevant information from the nursery files e.g. the medical consent form and information relating to known medical conditions and allergies of the child, to enable them to make informed decision. For example, if a child is a Jehovah Witness and parents have not given signed consent for their child to receive a blood transfusion, it will be brought to the attention of the medical professionals immediately
- The parents / guardian of the child are contacted to let them know what is happening as soon as possible, and provide them with contact details for the hospital/consultant so that the parents can contact the m direct to discuss the medical treatment of their child.



Medical Treatment Policy

The nursery will make it clear to parents that this is the way in which we address the issue of administration of medical treatment and that it is a non-negotiable position. If the nursery is aware we have a child who is a Jehovah Witness, or any other religion where medical treatment may be an issue, we will speak to the parents direct to discuss any concerns we have regarding medical treatment and to make them aware of the nursery's position.

Parents need to document in their child's entry record any and all issues relating to medical treatment to the attention of the nursery as soon as possible. We will also ask that parents draw to the nurseries attention any medical condition or allergies that may affect their child whilst at nursery. This can be done during the registration period when a parent is completing their child's entry record where such questions are asked.

Medical Consent Form

Parents are asked to sign a general medical consent form enabling their child to gain access to medical treatments. This consent form allows the parent to specifically exclude consent to certain treatments, e.g. blood transfusions. The nurseries position and agreement is recorded on this form. It records the nursery's position and signed agreement reached between the parent and the nursery on dealing with this form of medical treatment.

The nursery will agree with parents that it will bring the consent form to the attention of the treating medics, so that they are made aware that parents do not consent to specific treatments and procedures.

The nursery will not be involved in any decisions relating to medical treatment expect in all cases of extreme danger to the child's life where parents have given written consent. Nursery will not be held responsible for any action that might be taken by medical staff and is made clear to parents on the consent form.

Consent for Emergency Medical Treatment during Nursery Trips off the Premises

Prior to a nursery trip parents are asked to sign a medical consent form. If a parent does not agree to the provision of certain treatment or procedures the nursery will draw up an agreed medical emergency plan with the parent prior to the trip taking place. The plan will make clear that the nurseries position is non-negotiable. If parents do not agree to this, management may decide to withdraw the child from the visit. – give the additional responsibility this would entail on the group leader.

In the case of a serious accident or illness occurring, the senior staff member will assume charge and if necessary send/ accompany the child to hospital in an ambulance, along with all relevant details contained in the child's entry records.

Under no circumstances can staff consent to treatment unless special circumstances prevail and a parent has signed a consent form.

It is essential for the staff to know the whereabouts of every parent/carer, recorded and kept in the area in which the child is being cared for. If it is necessary to send/ accompany a child to hospital the person in charge must inform Ofsted.

The manager, Samantha Tranter must report serious accidents to the registered person, Elaine Boulton for investigation for further action to be taken (i.e. a full risk assessment or report under RIDDOR).



All accident sheets will be archived following the nurseries archive and storage of data procedures.

When medical attention is required a senior member of staff should notify Ofsted as soon as possible. This can initially be by telephone and then in written form.