

Grace- Childminder

Mrs. Grazyna Karlowska-Grenda
& Mr. Piotr Grenda
22 Wolves Lane
N13 6DR London

Name of Child: _____ D.O.B. _____

In An Emergency

Any emergency must be handled in a calm and orderly manner. In the event of an accident/incident:

- Comfort and reassure child when possible
- Apply immediate first aid
- Contact parents
- Contact emergency service (dial 999)
- Arrange for emergency carer and let the parents of the children know what has happened. They should collect their children as soon as possible.
- Complete the details of the accident/incident as quickly as possible. Details can easily be forgotten in these situations.
- Parent must sign completed accident/ incident form and acknowledge any medication that has been administered.

In the event that the childminder/s are taken ill or an accident has occurred, emergency cover will be arranged and parents will be notified immediately. They should collect their children as soon as possible. Emergency cover with an unregistered carer will only be used in extreme situations.

Childminders and any registered assistants must know where the children's records are kept in case of an emergency. They should ensure that they know the procedures and regulations of the setting. Remember to always follow procedures and complete the relevant paperwork at the right time.

All registered childminders and any registered assistants must have a current First Aid Certificate. They must know where the First Aid kit is kept and be able to check and replace its contents.

Childminders and any assistants must ensure that they protect themselves. They must take their own doctors advice and decide whether they should have immunisations or boosters. Ensure that you are always up-to-date with current thinking and practice of the setting and that of the registering authority.

Childminder Signature and Date

Parent/Carer Signature and Date
