



Lark Hill Rise Forest School Emergency Accident Policy

All participants will be briefed in what to do in case of emergency. A whistle will be blown as a signal to stop what you are doing, gather with a member of staff, be silent and wait for instructions. The Forest School Leader will assess the situation, the nature and extent of the injury/accident. They will ensure that the rest of the group are safe from danger and are adequately supervised. They will attend to the casualty, giving first aid of necessary. An accident report will be completed later.

In case of injury

If anyone sustains an injury or illness which cannot be treated by first aid on site and requires medical assistance:

- In serious cases, 999 should be dialled using a mobile phone carried by the Forest School Leader and then the nursery will be notified. The nursery will be responsible for notifying the parent.
- The rest of the group will be supervised away from the incident and if in danger, will be moved to safety.
- One member of the staff will meet the ambulance at the site entrance and direct the crew to the incident site.
- If the injured child is taken to hospital, one member of staff will go with them and the child's parents/carers will be updated about the situation by the staff remaining at the nursery.
- In minor cases, the Forest School Leader will arrange to contact the parent of the injured child through the nursery office, so they can be collected and taken to the hospital, doctor or home.

Emergency Contact Numbers

Ambulance: **999**

Bright Futures Nursery School: **01706 508791**

Bright Futures Nursery mobile: **07739572615**

Requesting attendance by Emergency Services

Dial 999 and ask for the emergency service. Be ready with the following information:

1. Telephone number (mobile number if call is made on a mobile – see above)
2. Details of your location



3. A brief description of the problem (for example, if you are requesting an ambulance, you will need to describe the symptoms of the person who is injured/ill)

4. State that the crew will be met by (give person's name) at the entrance to the location to the site.

Speak clearly and slowly and be ready to repeat the information if asked.