



OUTDOOR PLAY POLICY

Policy Statement

At Vishenka Nursery, the safety and well-being of children, staff, and visitors are our top priorities. We aim to prevent accidents and incidents through robust risk management and proactive measures. However, if an accident or incident occurs, we ensure it is handled promptly, documented accurately, and reviewed thoroughly to prevent recurrence.

Aims

To provide a safe environment for all children, staff, and visitors at Vishenka Nursery.

- To ensure all accidents and incidents are managed effectively, with appropriate first aid and follow-up care.
- To maintain clear records for accountability and continuous improvement.
- To comply with all legal and regulatory requirements, including updates from EYFS 2024.

Definitions

- Accident: An unexpected event resulting in injury or harm (e.g., a fall, cut, or bruise).
- Incident: An event that does not result in injury but has the potential to cause harm (e.g., a near-miss or behavioural issue).

Procedures

1. Prevention and Preparedness

- Conduct regular risk assessments of all areas within Vishenka Nursery, including both outdoor and indoor spaces, to identify and mitigate potential hazards.
- Ensure all staff members are trained in first aid, with certifications renewed as required.
- Maintain a fully stocked first aid kit, ensuring quick access during emergencies.
- Display emergency contact numbers and procedures prominently in all areas of the nursery.

2. Responding to Accidents and Incidents

- Immediate Action:
 - Staff must assess the situation and provide first aid as necessary. If the injury is serious, emergency services should be contacted immediately.
- Informing Parents:
 - Parents will be informed as soon as possible for significant injuries or incidents. Minor injuries will be communicated at pick-up time, with an explanation of the event and the care provided.
- Recording the Event:
 - Complete an Accident/Incident Report Form immediately, including:
 - Date, time, and location of the event.
 - Names of those involved and witnesses.

- A detailed description of the event and the actions taken.
- Signature of the staff member and parent/guardian acknowledgment.

3. Reporting Serious Incidents

- Notify the local authority or regulatory body (e.g., Ofsted in the UK) within 24 hours for serious injuries, hospitalizations, or other reportable incidents.
- Inform the nursery's insurance provider if required.

4. Follow-Up Actions

- Review and Learn:
 - Conduct a review of the event to identify causes and implement measures to prevent recurrence. Update risk assessments if necessary.
- Support for Children and Staff:
 - Provide emotional support to children involved in incidents. Offer debriefing sessions for staff if needed, ensuring that the incident is handled with care and that lessons are learned for future prevention.

5. Parental Involvement

- Parents are encouraged to report any injuries noticed at home that may have occurred during nursery hours.
- Open communication is maintained to ensure transparency and trust between the nursery and parents.

6. Monitoring and Review

- All accident and incident records are reviewed monthly to identify patterns or recurring risks, allowing for timely intervention and improved safety measures.
- This policy is reviewed annually or after any significant changes to ensure ongoing compliance with the latest regulations and EYFS 2024 updates.

7. Training

- All staff undergo annual training on accident and incident management, including first aid, reporting procedures, and communication with parents. This ensures that staff are well-prepared to handle any situation that may arise.