

Existing Injuries Policy and Procedure

Purpose of this policy

The purpose of this policy is to safeguarding children and staff at Child's Play. This policy sets out the guidelines for us to record and track injuries to a child that occur at home. These injuries are recorded in a child's individual safeguarding log; this allows us to clearly identify any trends or patterns of abuse that could be occurring at home. Each safeguarding log is updated monthly, unless a cause for concern arises.

Policy

If a child has an accident which results in an injury/bruise or mark, whilst **NOT** at Child's Play it is important that parents/carers inform a staff member the next time the child attends nursery.

When a staff member has been informed they shall complete an existing injuries form on 'Family' and the parent must acknowledge it. If at any time the 'Family' platform is down, a paper copy will be completed and updated on 'Family' when the platform is working again.

If an injury is noticed whilst your child is at setting a call will be made to ask for an explanation and you will be requested to complete an existing injuries form.

All completed forms are reviewed monthly by the DSL and DSL deputies and monitor against attendance, accidents, incidents and medication forms.

This policy is in place to safeguard children and members of staff.

If for any reason a staff member is concerned about the explanation, the "Cause for Concern Policy and Procedure" will be followed.

The Barnsley Child Protection Procedure will also be considered at this time.