

Polasaithe Naíonra Céimeanna Beaga

Polasaí 23: Polasaí Timpiste / Accidents and Incidents



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1. Polasaí Timpiste

Is é an polasaí atá ag an seirbhís chúram leanaí atá againn ná sláinte, leas agus sábháilteacht phearsanta na leanaí agus na ndaoine fásta go léir atá bainteach leis an tseirbhís a chothú, trí fhorbairt a dhéanamh go rialta orthu agus ar na modhanna sábháilteachta dóiteain.

Céimeanna

- Ta Ráiteas Sábháilteachta ullmhaithe agus déantar athbhreithniú air go rialta.
- Ní mór do gach ball nua foirne agus gach oibrí nua deonach a bheith eolasach ar an Ráiteas Sabháilteachta.
- Bíonn na leanaí faoi mhaoirseacht daoine fásta i gcónaí.
- Déantar cúram de go gcinnteofar nach bhféidir le leanbh ar bith imeacht ón seomra gan é a bheith tugtha faoi deara.
- Nuair a bhíonn an príomh bhealach isteach faoi ghlas caithear an eochair a fhágáil san áit atá ar eolas ag daoine fásta agus san áit a bhféadfadh said dul chuici.
- Caithfidh an fhoireann fios a bheith acu cé hiad na leanaí atá i láthair ag aon am ar leith.
- Socraítear troscán agus trealamh sa chaoi go ngearrtar síos chomh fada is féidir é ar chontúirt ó thaobh sábháilteachta de.
- Earraí feiliúnacha amháin atá oiriúnach dá n-aois a chuitear ar fáil do na leanaí.

Má tharlaíonn timpiste

- Bíonn an Bosca Garchabhrach cóirithe go h-iomlán i gcónaí, agus iséasca éa aithint. Bíonn sé fágatha in áit atá ar eolas ag gach duine atá ag obair sa Naíonra. (Féach Rialacháin um Chúram Leanaí (Seirbhísí Réamhscoile) Uimh 2, 2006 Aguisín C chun liosta den ábhar ba choir a bheith sa Bhosca Garchabhrach a fheiceáil).
- Ní bhíonn substaintí a dtarlódh ailléirgí dá mbarr istigh sa bhosca Garchabhrach.
- Seiceáileann duine foirne ar a laghad a bhfuil Teastas reatha Garchabhrach aige, ar an mbosca láthair i gcónaí.
- Má tharlaíonn éigeandáil bíonn fáil ar thuiriscí ag gach ball foirne lena mbaineann.
- Breathnófar i ndiaidh mhionthimpistí ar láthair an chúraim leanaí. Cuirfear eolas faoi ngortú agus faoin gcaoi ar déileáileadh leis faoi bhráid an tuismitheora/chúramaí nuair a bhaileofar an leanbh.
- Coinnítear tuairisc ar gach timpiste, fiú mionthimpistí, i “Leabhar na dTimpistí”.
- Tá socrú déanta leis an íoclann áitiúil má tharlaíonn timpiste nó má bhuaileann tinneas duine go tobann.

2. Accidents and Incidents

We will comply with the Safety, Health and Welfare at Work Act, 2005 and the Child Care Act (Early Years Services) Regulations 2016, are the governing legislation

Our policy to promote the health, well being and personal safety of all children and staff by developing and regularly reviewing accident prevention procedures and safety.

NOTE: A Risk Assessment will take place following an accident to assist in preventing a reoccurrence.

Prevention:

- A Safety statement is prepared and reviewed on a regular basis.
- Children will be adequately supervised in accordance with the recommended child/adult ratios dictated by the Child Care Act (Early Years Services) Regulations 2016.
- Our staff know the children that are present at any one time.
- We ensure that no child can leave the premises undetected.
- The main door is locked when children are attending
- Only suitable and age-appropriate materials and equipment are available to children.
- Windows and doors have safety appropriate glass with restricted opening safety devices.
- All electrical sockets are fitted with safety covers.
- Furniture and equipment is arranged to minimise safety risks.

- Sun block protection will be used during hot weather; parents/guardians will be advised to provide a hat that covers the head, neck, ears.

In the event of an accident:

- The First Aid box is always fully equipped, easily identifiable and location is known to all staff. Any substances, which may cause an allergy, will not be included.
- Medical supplies are checked regularly.
- A designated First Aider (certified) is on the premises at all times.
- Staff must wear protective clothing to clean any bodily fluids or spillages.
- If a child is involved in an incident or accident, they will be taken into a quiet area, if possible.
- In the case of a serious accident, we have a local doctor on call, they will be called and the child's parents/guardians contacted immediately or we will call an ambulance.
- If the child has to go to the hospital immediately, the staff will accompany the child, if the ambulance personnel permit. The child's record will be taken to the hospital. Parents/guardians are responsible for all doctors or hospital fees where applicable.
- The staff will not sign for treatment to be carried out on the child in the hospital. The staff will wait with the child until the parent/carer arrives.

Reporting Accidents and Incidents:

- All accidents/incidents even minor ones, are recorded in an accident record sheet, with details on how they are dealt with or treated.
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- **The following should be reported to Tusla within 3 working days of the incident occurring:**
 - a) The death of a preschool child while attending the service. This includes the death of a child in hospital following transfer to hospital from the service.
 - b) Diagnosis of a preschool child attending the service, an employee, unpaid worker, contractor or other person working in the service as suffering from an infectious disease within the meaning of the Infectious Disease Regulations 1981(SI No 390 of 1981) and amendments.
<http://www.hpsc.ie/NotifiableDiseases/ListofNotifiableDiseases/>
 - c) Any incident in the service that results in the service being closed for a length of time.
 - d) A serious injury to a preschool child while attending the service that requires immediate medical treatment by a registered medical practitioner whether in a hospital or otherwise.
 - e) An incident that results in a child going missing from the service.

- A registered provider must notify the Early Years Registration office First Floor, South East Wing, St Joseph's Campus, Mulgrave Street Limerick or ey.registration@tusla.ie of any of the incidents listed here in the Notification of Incidents form.

http://www.tusla.ie/uploads/content/EYI_Notification_of_Incidents_Form.pdf

- A copy of the completed accident & incident form must always be placed on the child's file.
- Parents/guardians will always be contacted and informed immediately of any injury.
- Parents/guardians will be asked to sign off on the accident /incident report and will receive a copy. A copy will be held on the child's file.
- All serious accidents will be reported to the Insurance Company.
- Records are kept on file for a minimum period of two years and will be available for inspection