

Existing Injury Policy

If a child has an accident which results in an injury, bruise or mark whilst not on nursery premises it is important that parents/carers or the person dropping the child off inform a team member the next time the child is attending nursery. At Sweet Peas Nursery, we log and record existing injuries to children and will monitor the child with any injuries for the duration of their session.

Recording of existing injuries

A team member will detail the circumstances and the location of injury, bruise or mark on the Existing Injury Form and will ask parents/carers to sign and date the information. If a Child Care Practitioner is concerned that the injury may need medical attention that has not been previously sought they may ask that the child be medically examined before they attend nursery.

Discovery of existing injuries – disclosure by a child or visible discovery

Where a team member has not been informed by the parents/carers of an existing injury and becomes aware of an injury through a disclosure by a child or by discovering a visible injury, the team member will contact the parents/carers to establish if the injury was pre-existing. If the parents/carers confirms that the injury was sustained prior to arrival at the nursery then this will be recorded and an Existing Injury Form will be completed.

Non-confirmed existing injuries

In the event that the parents/carers do not confirm that the existing injury occurred prior to arrival at the setting, and our team discover the injury whilst the child is in the care of the nursery, advice will be sought from the Designated Lead Practitioner for Safeguarding and the relevant Safeguarding Children Policy may be applied dependant on circumstances (e.g. Accident/Incident policy or the Cause for Concern policy). The Designated Lead Practitioner for Safeguarding will need to establish whether the injury has been sustained within the setting as part of this process. This may include reviewing internal records, any CCTV footage and taking statements from team members/witnesses.



Recording procedures

Once an Existing Injury Form has been completed it is passed directly to the Designated Lead Practitioner who will consider the form and take responsibility for instigating any further action that may be necessary. The form will then be filed confidentially.

