### Purpose

The Salvation Army Village Day Nursery is committed to the health and safety of our children.

Occasionally accidents or sudden medical occurrences may require treatment other than first aid.

### Policy

Staff will be certified in Standard First Aid, CPR Level C.

Parents/guardians will sign a consent form for emergency transportation (i.e. ambulance or taxi) in the event there is a sudden medical occurrence (accident or condition).

Each child with a special medical condition will have a medical plan. (See Medical Practices).

Parents/guardians will be informed of all head injuries.

Staff will not transport children in their own vehicles.

In the absence of the parent, guardian or emergency contact, a staff member will accompany the child in the ambulance and will stay with the child until the parent arrives. Staff will take the child’s file with them.

### Procedure

1. Staff will assess any injury/medical emergency using first aid skills. If the injury is not life-threatening (airway, breathing, circulation, severe bleeding, shock) then the staff will treat the condition. If the child continues to exhibit discomfort then the staff will call the family.
2. If the medical emergency requires treatment other than first aid and is life-threatening then the staff will call 9-1-1.
3. The Program Director will be notified.
4. One staff will remain with the child; one will stand at the front of the building to wait for EMS to arrive.
5. Appropriate documentation will be completed. An Injury Report will be completed for either an Indoor or Outdoor Injury and an Incident Report will be completed for all other Sudden Medical Emergencies. If necessary, procedures would be followed as per our Serious Occurrence Policy.

6.0 Parents/guardians will sign the Injury Report or Incident Report and receive a copy.