

Your emergency action plan

What will you actually do if there is an emergency in your home involving the children you care for? This will vary from childminder to child minder, depending on the nature of the home and the facilities in the area. Remember:

- You may only leave the children you care for with an unregistered person in a real emergency. Organise an emergency carer and let parents know about your plans.
- You must have access to a telephone on your premise. Make sure it is in full working order including adequate reception and batteries (if needed).
- Your first-aid box should be accessible and properly equipped - check it regularly.
- Even in an emergency, a childminder cannot give permission for medical treatment of a child in their care, regardless of any written instruction to doctors from the parents of the child. In a "life or death" situation medical staff will give any necessary treatment.
- It is the childminder's responsibility to ensure that parents are contacted and available to give permission for treatment to go ahead. Make sure you have up-to-date contact numbers.
- You will need to notify your insurance company and request an accident/incident form, NCMA's public liability insurance contact number is given below.
- You should obtain permission from each parent for you to seek emergency medical assistance/treatment,

Useful telephone numbers

Your own doctor _____

Local accident and emergency department _____

Emergency carer _____

Other _____

NHS Direct helpline 0845 46 47

Ofsted helpline 0300 123 1231

Parent's permission for childminder to seek emergency medical assistance/treatment

Child's name	Parents signature	Child's doctor	Telephone Number