What to Do in the Event of a Serious Accident, Illness, Injury, or Death of a Child in the Childminder's Care (Checklist)

A list of what counts as a serious accident, illness or injury can be found here: **Childcare: reporting children's accidents and injuries - GOV.UK**

Reporting to Ofsted

Childminders must report a serious childcare incident to **Ofsted within 14 days** using the online reporting form: **Report a serious childcare incident - GOV.UK.** You will need your reference number and the details of the incident and those involved. You will need to include information such as who was involved and how, the date and time, details of what happened, If there was any contact with outside agencies, any injuries and their treatment and any other action taken as a result of the incident.

Reporting of injuries, diseases and dangerous occurrences regulations 2013 (RIDDOR)

If the accident occurs in the care of the childminder and if it is major, fatal or if the person had to be taken to hospital for treatment immediately the childminder needs to contact RIDDOR using the online form: **https://notifications.hse.gov.uk/riddorforms/**

Childminders can contact the Incident Contact Centre on 0345 300 9923 (opening hours Monday to Friday 8.30 am to 5 pm), if they need support with the form.

Notify your insurance company

You will also need to contact your insurers. They should send out a form for you to record the accident/injury. This is then sent to the underwriters and logged against any potential claims or future claims that could be made.

Notify First Response (children's social care) of any serious accident, injury, or death of a child in your care

The Early Years Foundation Stage (EYFS), page 27, point 3.62. says that "*Childminders **must notify local child protection** agencies of any **serious accident or injury** to, **or the death of, any child while in their care**, and must act on any advice from those agencies".*

First Response does not have a dedicated reporting form for notifying them of a serious accident or injury. Therefore, childminders will need to use the online referral form: **First response referral form - bristol.gov.uk** and adapt it as best as they can. In the form, childminders should explain that they are not making a safeguarding referral for the child but are meeting their statutory duty as a registered childcare provider under the EYFS to report any serious accident or injury to First Response. The childminder should inform the parent/carer and reassure them that it is not the same as making a safeguarding referral.

Note: If the accident, injury, or illness involves a staff allegation, the childminder must follow the staff allegation procedure outlined within their child protection policy **and notify the Local Authority Designated Officer (LADO)** within **one working day** of the allegation being made. The childminder must also report the allegation to Ofsted using Ofsted's 'Report a serious childcare incident' form.