

## Select Childcare

# EMERGENCY PLAN

In the case of an emergency we will contact all parents and carers as soon as possible. Should we have to attend a casualty department with any of the children, we will endeavour to contact you before we leave. However there may be an occasion when the needs of the injured/ill child in our care may prevent us from doing this. Should this be the case we will either contact you at the earliest possible opportunity during/after the event or someone else may contact you using the details on your child's record form. In certain emergencies it may be necessary to call someone in urgently to care for your child.

Name \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_ will be my first contact

Name \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_ will be my second contact

They are both aware of exactly where all the children's details are kept and are familiar with all the children. This should ensure the best possible care in our unexpected absence. It is also these people who may contact you in the event that we cannot.

You will be notified of any accidents or incidents as soon as possible after the event. When we have practised a fire drill, the event will be recorded in detail. As with all accidents and incidents, you will be required to sign the record on each occasion.

By providing a safe and well-equipped setting that is continually reviewed; I will take every possible precaution to ensure children in our care are safe and secure.

Parent/Carer signature and consent for child's emergency contact details to be held in a sealed envelope by the emergency contacts named above.

Childminder's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Review date: \_\_\_\_\_