

Head bump/Accident Procedure – Parent/carer guide

HEAD BUMP PROCEDURE		
Low risk head bump	- no mark/no bump/small red mark or small graze etc, child presenting as well and coherent	Action: First aid administered if required, text to parent to say that the child has had a head bump in school today.
Medium risk head bump	- wound/visible raised bump etc, child presenting as well and coherent.	Action: First aid administered, text or call home depending on severity. Red wristband attached to child for adults to be aware and monitor.
High risk head bump	- wound/visible raised bump etc, child complaining of headache/feeling unwell etc.	Action: Telephone call home to parent/carer asking to collect the child and monitor at home/A&E check-up.
Serious head bump	- serious mark/wound/bump, child presenting as incoherent, sleepy, vomiting, etc.	Action: First aid administered, telephone call made home informing parent/carer that an ambulance has been called.

ACCIDENT PROCEDURE		
Low risk accident	- no mark, red mark to very minor graze etc.	Action: First aid administered if required. Class Teacher/LSA will inform parent/carer at home time.
Medium risk accident	- visible bleeding graze/wound, nosebleed, minor cut, etc	Action: First aid administered, text sent to parent/carer/option to call for more information or discuss with Teacher/LSA at the end of the day.
High risk accident	- Possible A&E check-up for eg. fell awkwardly (in pain), wound/cut that would need dressing etc.	Action: Telephone call home to parent/carer asking to collect and take to A&E for a check-up.
Serious accident	- Unconscious, major bleed/cut/accident, anything severe.	Action: First aid administered, telephone call made home informing parent/carer that an ambulance has been called.