

Accidents and Incidents

Essential information for foster parents

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Accidents

An accident is an unplanned and uncontrolled event that results in injury or harm.

You must report *all* accidents that impact a child in your care:

- If the accident involved the police, or the child was examined or treated by a health professional, please report the event immediately to ISP by telephone (regional office or Out-of-Hours service).
- If it is a minor accident that required no more than home first-aid treatment, report to your supervising social worker on the same day (or next working day if on the weekend).

ISP will notify the child or young person's local authority accordingly. If the child has sustained a physical injury from an accident, we will ask you to complete an '*Accident Form with Body Map*'.

Injuries and first aid

You may treat minor injuries at home, with the use of an approved First Aid kit. You are required to attend First Aid training at least every 3 years.

You should keep a fully-equipped First Aid box in your home and in each vehicle used to transport children.

If deemed appropriate, children may administer their own First Aid treatment under your supervision. If children are not deemed capable, then you must provide this treatment.

If the injury is severe, or is not relieved with First Aid treatment, please seek medical advice. In an emergency, call 999 or take the child to your local A&E.

Recording accidents on Charms

When you report minor accidents to ISP, you may be asked to make the record on Charms. Please use the 'Significant Event' progress line *ME08 – Monitoring Event – Accidents, Injuries or Illness*. Answer the questions in the notes box.

ISP is required to notify Ofsted of any serious accidents and will make all necessary records on Charms.

Incidents

An incident is an unplanned and uncontrolled event that could have resulted in an accident (sometimes referred to as a 'near miss').

You must report all such incidents to ISP:

- If the incident involved the police, or the child was examined by a health professional, please report the event immediately to ISP by telephone (regional office or Out-of-Hours service).
- Report minor incidents that required no interventions to your supervising social worker on the same day (or next working day if on the weekend).

ISP will notify the child or young person's local authority accordingly and your supervising social worker will discuss the incident with you in order to understand what happened and how it may be prevented in future, and to offer support to you and your family.

Recording incidents on Charms

When you report minor incidents to ISP, you may be asked to make the record on Charms. Please use the progress line '*Incident*'. The record should include a clear explanation of what happened and how the child or young person has been supported to understand the incident and feel safe after the event.

Should the incident fall within the remit of a significant (monitoring or notifiable) event category, ISP will complete the necessary report.