



Head Bump Policy

Date: 22/7/2023

Sign: Sam Norris

Review Date: July 2024

Policy statement

- **If a child has a head bump, parents need to be contacted by phone to advice.**
- **If the parents are not answering you must then go to the next emergency contact.**
- **First aid document to be filled out.**
- **If the child sleeps, they are to be woken up after an hour and checked on evry ten minutes (following NHS advise).**
- **One of the management team to be made aware (Sam, Acheya, Rachel or Sophie)**
- **If there is any change in characteristics, you must immediately act and call for an ambulance and then call parents/emergency contact. (Confusion, vomiting, extreme drowsiness, weakness unable to walk or crawl, loss of memory, severe headache, unusual change in behaviour, upset and crying more than usual).**
- **Parents to sign accident form and be given head bump leaflet.**
- **If a child comes into the setting with a head bump that has not been first aid treated, we have the right to ask for the child to return home.**