



Head Bump Policy

Date: 16/1/2026

Sign: Sam Norris

Review Date: Jan 2027

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 or a text / email to be sent immediately.
- First aid document to be filled out/ will time of each ten-minute check signed and timed.
- If the child sleeps, they are to be woken up after an hour and checked on every ten minutes (following NHS advise) (remember sign and date ten-minute check)
- One of the management team to be made aware (Sam, Acheya, Rachel, Chloe 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.
- 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.
- All parents to be advised that we are only first aid trained not medical professional therefore at the parent's discretion regarding immediate collection.
- New individual head bump accident form put in place across the nursery

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