



All Saints Nursery School

Existing Injuries Procedure

Date written: [November 2023](#)

Date of last update: [November 2023](#)

Date agreed and ratified by [Trustees, November 2023](#)

Date of next full review: [November 2024](#)

Existing Injuries Procedure

All Saints Nursery School

We work together with parents and carers to ensure the health and well being of the children on our care.

We will log on a body map injury that has occurred outside of the nursery school. This body map form will also record the date, time and details of how the injury occurred.

Parents/guardians will be asked to sign the record sheet and it will be counter signed by a member of staff.

Any member of staff noticing an injury that has not been reported by a parent/guardian will log the injury and then ask the parent or guardian to sign and date the record sheet.

Record sheets will be kept and reviewed by a Designated Safeguarding Lead to establish any recurrent injuries or concerns.

Failure to comply with these procedures will result in the Nursery school contacting OFSTED and filing an incident report.