



Learning through hard work, friendship and fun.

Mill Lane Primary School

Accident Investigation Procedure

Created :November 2019

Review Date : November 2020

In the event of any accident in school our priority will always be the immediate and ongoing safety of children and adults.

In order to create a consistent approach across school we will use the following for any accidents over and above falls and trips that occur as part of normal children's play.

- Provide First Aid Assistance or ring 999 in necessary
- Inform parents if necessary
- Take photos of the incident/surrounding area being careful not to identify a child
- Take witness statements
- Submit the form on LACHS system if necessary
- Review associated risk assessments
- Identify any actions
- Implement identified actions