



Policy Document 16 – Sudden Death of a Child

01 Should a child die whilst being cared for by The Wincanton Early Years Centre the following plan will be put into action. (It is assumed that all professional, medical intervention has taken place and this was not successful).

- If not already present, manager (or deputy) to contact parents/carers.
- If not already present, manager (or deputy) to contact the police service.
- If not already present, manager (or deputy) to contact the director.
- If the child is on site all other children are to be segregated and reassured. Parents/carers are to be called & asked to collect children immediately. The following statement is to be read;

‘A major incident has occurred that requires all children to leave The Wincanton Early Years Centre as soon as possible. Please come and collect your child immediately. Thank You.’

To maintain confidentiality, at no point are they to be told a death has occurred.

- Do not move or touch the child as this could effect any police investigation.
- On arrival of the police service, all staff will be available to provide any statements or further information that may be required. All staff to remain on site until the initial police investigation has taken place.
- On arrival of the parents/carers a private room will be made available. They will be treated with sensitivity and compassion at all times.
- Should any contact be made, by any form of the media, either in or outside of The Wincanton Early Years Centre, no dialogue will be entered into by any member of staff.

All questions are to be directed to the director only.

- Once parental/carer permission has been granted, a written communication will be sent to all families that attend The Wincanton Early Years Centre, outlining what has happened. The circumstances surrounding the death and any ongoing investigation will dictate when The Wincanton Early Years Centre re-opens.
- When liaisons with the relevant authorities are complete the setting director will contact OFSTED, initially by telephone.
- Full, written investigatory reports prepared by the board will then be issued to The Health & Safety Executive, Ofsted, Police service/coroner and all other relevant authorities as required.

Prepared by	Rob Green
Date	January 2021
Issue Number	11
Review Date	January 2022