



## Magdalene Preschool

### Choking Policy – Lunch time Procedure

**Statement of intent** This setting believes that the health and safety of children is of paramount importance. We make our setting a safe and healthy place for children, parents, staff and volunteers.

**Aim:** We aim to make children, parents and staff aware of health and safety issues and to minimise the hazards and risks to enable the children to thrive in a healthy and safe environment.

- All staff are First Aid/Paediatric first aid trained
- All staff are aware of Health and safety
- All staff have Food hygiene training
- All staff regularly review the choking policy at staff meetings

Children staying for lunch has a full risk assessment and is reviewed regularly

We always have correct ratio of adults to children whilst children are eating

Children are NEVER left alone whilst eating or drinking and an adult is always present

Packed lunches are checked before lunch time starts to check for allergies and to make sure food is cut up correctly

Food is sliced to appropriate chewing size to minimise choking by a member of staff if needed and parents are reminded to do the same.

Children must always sit at the table area whilst eating or drinking

The phone is always on top of the snack bar in an event that an emergency call needs to be made

In the event of a choking incident:

- The member of staff on duty will stay with the child and administer First Aid along with a second member of staff
- All other staff will ask children to leave their lunches and quickly remove all other children to the quiet room as quickly and calmly as possible

- One member of staff as instructed by the Manager or Deputy Manager will telephone for an ambulance
- Parent/carers will be informed
- A member of staff will accompany the child to hospital, if necessary, with the ambulance staff
- All actions will be recorded

Website: [www.safekids.co.uk](http://www.safekids.co.uk)

Signed.....Date.....

On behalf of the management committee