

The Hen House Splinter Policy (2026)

Purpose

To ensure splinters and similar minor injuries are managed safely, hygienically and with parental consent wherever possible.

Procedure

1. If a child receives a splinter, a member of staff will assess the injury, reassure the child and report the incident to a qualified first aider.
2. Before providing treatment, staff must wash their hands and wear appropriate Personal Protective Equipment (PPE), including disposable gloves.
3. The affected area should be cleaned and inspected by the first aider.
4. The child's parent/carer should be contacted by telephone to seek permission before any attempt is made to remove the splinter.
5. If parental permission is obtained, a trained first aider may remove the splinter using clean, sterilised tweezers where:
 - The splinter is clearly visible.
 - It can be removed easily and safely.
 - The child is comfortable with the procedure.
6. Staff must not attempt to remove a splinter if:
 - The parent/carer cannot be contacted.
 - Permission is not given.
 - The splinter is deeply embedded.
 - Removal may cause distress or further injury.
7. If the splinter cannot be safely removed, parents/carers will be informed and advised to seek medical advice or treatment.
8. Following removal, the area will be cleaned and an appropriate dressing applied if necessary.
9. All treatment provided, parental consent obtained and any communication with parents/carers must be recorded on the Magic Booking platform as an injury. This is also to be emailed to parents/carers.
10. Parents/carers will be informed of the outcome at collection and advised to monitor the area for signs of infection, including redness, swelling, pain, or discharge.

Responsibility

Only trained first aiders may attempt to remove a splinter. All staff are responsible for ensuring appropriate PPE is worn and parental permission is sought before treatment is carried out.

Policy Review Date: Sept 2026

Reviewed By: Childcare Manager and Business Owner

Next Review Date: Sept 2027