



APPENDIX F - GUIDELINES ON HOW TO RESPOND TO ACCIDENTS INVOLVING CHILDREN

Procedures for dealing with accidents and complaints involving children should ensure that:

- Emergency numbers are prominently displayed.
- Everyone knows where the nearest phone is.
- Someone has knowledge and/or training to deal with foreseeable medical and accidental incidents.
- The first aid box is easy to find.
- There is access for Trinity Staff or a Safety Officer to report incidents on IProtectU (see <https://iprotectu.tcd.ie/dashboard>).
- There is a formal complaints procedure for children and parents/guardians.
- Trinity personnel know what information will be needed.

Emergency Response Plan procedures are outlined here:

<https://www.tcd.ie/estatesandfacilities/services/facilities-and-services/campus-services/emergency-response-plan/>