

Safeguarding and Welfare Requirement: Staff Qualifications, Training, Support and Skills

At least one person who has a current paediatric first aid certificate must be on the premises and available at all times when children are present, and must accompany children on outings.

Health

Providers must ensure there is a first aid box accessible at all times with appropriate content for use with children. Providers must keep a written record of accidents or injuries and first aid treatment.

Come and Play Preschool



Registered Charity No. 1022409

3.2 First aid

Policy statement

We can take action to apply first aid treatment in the event of an accident involving a child or adult. At least one adult with a current first aid certificate is on the premises, or on an outing, at any one time. Newly qualified staff who achieved an early year's qualification at level 2 or 3 on or after 30 June 2016 also have a paediatric first aid certificate to be counted in the adult: child ratios. All our staff are first aid trained; this is updated every three years. We also undertake an annual refresher course online. The first aid qualification includes first aid training for infants and young children. Our first aid training is relevant to adults caring for young children. We only use first aid training delivered by a reputable company as advised by Bucks County Council.

Procedures

The first aid kit

Our first aid kit is always accessible and contains the following items

- Triangular bandages (ideally at least one should be sterile).
- Sterile dressings: a variety of sizes
- Composite pack containing 20 assorted hypoallergenic (individually-wrapped) plasters.
- Sterile eye pads (with bandage or attachment) e.g. No 16 dressing.
- Container of 6 safety pins.
- First Aid guidance book.
- Disposable plastic (PVC or vinyl) gloves
- Micropore tape
- 1 plastic disposable apron.

- A children's forehead 'strip' thermometer.
- A cold pack is kept in the fridge.
- Information about who has completed first aid training and the location of the first aid box is provided to all our staff and volunteers. A list of staff who have current PFA certificates is displayed in the setting.
- The first aid box is easily accessible to adults and is kept out of the reach of children.
- Flora Lau in the setting is responsible for checking and replenishing the first aid box contents termly.
- Medication is only administered in line with our Administering Medicines policy.
- In the case of minor injury or accidents, first aid treatment is given by a qualified first aider.
- In the event of minor injuries or accidents, we normally inform parents when they collect their child, unless the child is unduly upset, or we have concerns about the injury. In which case we will contact the child's parents for clarification of what they would like to do, i.e. whether they wish to collect the child and/or take them to their own GP.
- An ambulance is called for children requiring emergency treatment. We contact parents immediately and inform them of what has happened and where their child has been taken.
- Parents sign a consent form at registration allowing a member of staff to take their child to the nearest Accident and Emergency unit to be examined, treated or admitted as necessary on the understanding that they have been informed and are on their way to the hospital.
- Accidents and injuries are recorded in our accident record book and, where applicable, notified to the Health and Safety Executive, Ofsted and/or local child protection agencies in line with our Recording and Reporting of Accident and Incidents Policy.
- We keep a first aid kit readily available in the garden.

Legal framework

- Health and Safety (First Aid) Regulations (1981)

Further guidance

- First Aid at Work: Your questions answered (HSE Revised 2015)
- Basic Advice on First Aid at Work (HSE Revised 2012)

- Guidance on First Aid for Schools (DfE Revised 2014)

This policy was adopted on

12/10/2021

Date to be reviewed

Spring 2023

Signed by committee chairperson

Signed by preschool leader