



3 School Lane, Osmotherley, DL6 3BW Tel 01609 883138

Registered Charity Number 1035485

First Aid Policy

First aid

Policy statement

We are able to 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 years qualification at level 2 or 3 on or after 30 June 2016 also have a paediatric first aid certificate in order to be counted in the adult:child ratios. The first aid qualification includes first aid training for infants and young children. We have evidence of due diligence when choosing first aid training and ensure that it is relevant to adults caring for young children.

Procedures

The first aid kit

Our first aid kit is accessible at all times and contains the following items:

- Triangular bandages (ideally at least one should be sterile) x 4.
- Sterile dressings:
 - Small x 3.
 - Medium x 3.
 - Large x 3.
- Composite pack containing 20 assorted (individually-wrapped) plasters x 1.
- Sterile eye pads (with bandage) x 2.
- Container of 6 safety pins x 1.
- Guidance card as recommended by HSE x 1.

In addition, disposable aprons and plastic (PVC or vinyl) gloves are kept near to the first aid box. We also keep a supply of hot/cold packs 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 and volunteers 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.
- Medication is only administered in line with our Administering Medicines policy.
- In the case of minor injury or accidents, a qualified first aider gives first aid treatment.
- In the event of minor injuries or accidents, we inform parents when they collect their child, unless the child is unduly upset. If we have concerns about the injury 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. A member of staff will accompany the child in the ambulance if a parent/carer is unable to. This procedure is discussed, and acknowledged by parents, when the child's registration details are recorded.
- 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.

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 by

Osmotherley Pre-school

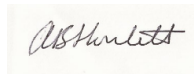
On

16th January 2018

Date to be reviewed

16th January 2019

Signed on behalf of the provider



Name of signatory

Anthea Howlett

Role of signatory

Chairperson

