



# First aid policy

This policy was adopted by the Kingswood Pre-School Group on 07/02/2019

Policy review date: 25/02/2022

Signed:----- Date:-----

(Hayley Roberts – Chairperson of Kingswood Pre-School Group)

## **Safeguarding and welfare requirement:**

### **Staff qualifications, training, support and skills**

At least one person who has a current paediatric first aid certificate is on the premises 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. **COVID amendments, Incident logs are to be completed on Tapestry and sent to parents on the day of accident for them to review and acknowledge if necessary. Parents will be verbally made aware of accident briefly and instructed to review Tapestry for full details.**

### **Policy statement**

In our setting staff are able to take action to apply first aid treatment in the event of an accident involving a child or adult. At least one member of staff with current first aid training is on the premises or on an outing at any one time. The first aid qualification includes first aid training for infants and young children.

### **EYFS key commitments**

Accident or injury 3.50, 3.51

Staff qualifications, training, support and skills 3.25

### **Procedures**

#### *The First Aid Kit*

Our first aid kit complies with the Health and Safety (First Aid) Regulations 1981 and contains the following items only:

- Triangular bandages (ideally at least one should be sterile) x 4.
- Sterile dressings:
  - a) Small x 3.
  - b) Medium x 3.
  - c) Large x 3.
- Composite pack containing 20 assorted (individually-wrapped) plasters
- Sterile eye pads (with bandage or attachment)
- Container or 6 safety pins.
- Guidance card as recommended by HSE.
- Paediatric First Aid Made Easy.

In addition to the first aid equipment, the box should be supplied with:

- 2 pairs of disposable plastic (PVC or vinyl) gloves.
  - 1 plastic disposable apron.
  - Protective face shield for performing CPR.
  - Pair scissors, with round ends.
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- The first aid box is easily accessible to adults and is kept out of the reach of children.
  - No un-prescribed medication is given to children, parents or staff.
  - At the time of admission to the setting, parents' written permission for emergency medical advice or treatment is sought. Parents sign and date their written approval.
  - Parents sign a consent form at registration allowing staff to take their child to the nearest Accident and Emergency unit to be examined, treated or admitted as necessary on the understanding that parents have been informed and are on their way to the hospital.

### **Legal framework**

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

### **Further guidance**

- First Aid at Work: Your questions answered (HSE 1997)  
[www.hse.gov.uk/pubns/indg214.pdf](http://www.hse.gov.uk/pubns/indg214.pdf)
- Basic Advice on First Aid at Work (HSE 2006)  
[www.hse.gov.uk/pubns/indg347.pdf](http://www.hse.gov.uk/pubns/indg347.pdf)
- Guidance on First Aid for Schools (DfEE)  
[www.teachernet.gov.uk/\\_doc/4421/GFAS.pdf](http://www.teachernet.gov.uk/_doc/4421/GFAS.pdf)

### **Other useful Pre-school Learning Alliance publications**

- Medication Record (2006)