



## **First aid**

### **Policy statement**

In our setting qualified staff will apply first aid treatment in the event of an accident involving a child or adult. All qualified Level 3 practitioners have a first aid qualification, (the qualifications of staff are displayed within the setting). There is always a level 3 practitioner on the premises or on an outing which is in line with the statutory framework for EYFS 2017. The first aid qualification includes first aid training for infants and young children.

### **Procedure**

- At our setting we have a first aid kit in each classroom as well as one for when there is an outing. The first aid box is clearly identified as a green box with a white cross on the front.
- The first aid box is easily accessible to adults and is kept out of the reach of children.
- As part of our settings risk assessment, the first aid box is checked at least once per month, and any items which are out of date are removed and disposed of in the correct manner, these items are also replaced.
- No medication is given to children, parents or staff without written consent. (Also see Administering Medications Policy)
- Parents sign a consent form when registering their child with the setting, allowing staff to administer first aid as appropriate, apply plasters or 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.

### **Staff Procedure**

- When a child requires first aid a member of staff will review the injury and assess what treatment is required. If necessary, the wound should be cleaned and appropriately dressed in a plaster/bandage. If the injury is a bump, we will treat with a cold compress. Only qualified first aiders will deal with open wounds.
- The details of the accident will be written up on Tapestry within the care diary which is accessible for all staff. On this system we complete details of when the accident occurred, what happened, how the injury was treated and who dealt with the injury. This is then approved by the setting manager or deputy. When the parent or carer collects the child, they are asked to sign the appropriate box on the iPad digitally recording their signature.
- If there is a head injury we will also supply a leaflet on what further review of the children should be carried out at home.

**The first aid kits**

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

- Triangular bandages- x 2
- Sterile dressings: a) Small - x 3. b) Medium - x 3. c) Large - x 3.
- Composite pack containing 20 assorted (individually-wrapped) plasters x 1.
- Sterile eye pads (with bandage or attachment)
- 6 safety pins.
- Guidance card as recommended by HSE x1.
- Sterile wipes
- Foil blanket
- Resus Aid
- Finger Bandage

In addition to the first aid equipment, the setting also has:

- disposable plastic (PVC or vinyl) gloves.
- a children’s forehead thermometer.

In our outings first aid box we take;

- Gloves
- Assorted size plasters
- Sterile Dressing – Medium
- Wipes and Tissues
- Eye Pad
- Safety Pins

**Frameworks**

- Within the setting we ensure that we are following the statutory guidelines for the early years foundation stage 2017 and Health and Safety (First Aid) Regulations (1981)

This policy was adopted at a meeting of ..... (name of setting)

Held on ..... (date)

Date to be reviewed ..... date

Signed by .....

Name of Signatory .....

Role of Signatory (ie manager) .....