



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

### 3.2 First aid

#### Policy statement

Staff at Sennen and Land's End Pre-school who are trained in Paediatric First aid 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. Sennen and Land's End pre-school have evidence of due diligence when choosing first aid training and ensure that it is relevant to adults caring for young children.

#### The Role of the Paediatric First Aider is to:

Preserve life

Prevent the situation worsening

Promote recovery

#### Procedures

*The first aid kit* contains the following items

- A guidance leaflet Guidance card as recommended by HSE x 1
- Protective face shield for performing CPR
- Composite pack containing 20 assorted (individually-wrapped) plasters x 1
- Sterile eye pads (with bandage or attachment) x 2
- X 4 Triangular bandages (ideally at least one should be sterile)
- Sterile wound dressings:
  - Small x 3 (x1 finger)
  - Medium x 3
  - Large x 2
- "low-adherent" dressing pad x 5 (10cmx10cm)
- Roll of hypo-allergenic tape

- Pair of blunt-ended disposable scissors
- sterile gauze swabs or antiseptic wipes X 5
- 2 pairs of disposable plastic (PVC or vinyl) gloves.
- 1 plastic disposable apron

In addition, the following are recommended but not necessary:

- A digital forehead thermometer.
- 2 children's cold compresses which are stored in the fridge
- Water (clean tap) to irrigate
- 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.
- 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.
- The first aid box is easily accessible to adults and is kept out of the reach of children (in a labelled cupboard the kitchen).
- The manager and deputy in the setting are responsible for checking and replenishing the first aid box contents.
- 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.
- If 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.
- Head bumps are assessed, and parents informed on a daily basis.
- 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	Sennen and Land's End Pre-school
On	
Date to be reviewed	
Name of signatory	
Role of signatory	