

First Aid

Policy Statement

At Chestnut Playgroup, staff are able to provide care for children and promote health by ensuring emergency and first aid treatment is given as required, 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 when children are present at any one time. In line with the EYFS 2024 all 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 aim to ensure that first aid training is Local Authority approved and is relevant to staff caring for young children. First Aid certificates are renewed at least every three years, and are mandatory for any staff that qualified on or after 30th June 2016 to continue to be included in ratios.

The First Aid Kit

Our First Aid Kit is accessible at all times, the contents of which are in line with St John's Ambulance recommendations as follows:

- Leaflet giving general advice on First Aid
- 2 Sterile eye pads
- 1 Protective face shield for performing CPR (optional)
- 20 individually wrapped sterile plasters (assorted sizes)
- 4 Triangular bandages, individually wrapped (preferable sterile)
- Wound dressings, individually wrapped, sterile, & un-medicated:
 - 6 Medium
 - 2 Large
 - 'low-adherent' 5cm x 5cm x 5
 - 'low adherent' 12cm x 12cm x 5
- Adhesive tape
- Disposable gloves
- Pair of scissors with rounded ends
- Individual sterile gauze swabs
- 6 safety pins

In addition to the first aid equipment, a supply of ice is kept in the freezer and the kit also contains the following equipment:

- 1 plastic disposable apron
- Disposable gloves (PVC or vinyl) kept nearby not in
- An ear thermometer

Procedures

- Information about who has completed first aid training and the location of the first aid box is provided to all staff and volunteers.
- A list of staff and volunteers who have current PFA certificates is listed in the foyer.
- We take account of the number of children, staff, staff breaks and the layout of our setting to ensure that a paediatric first aider is always available and are able to respond to emergencies.
- Trainees have first aid training to be included in ratios.
- The first aid box is easily accessible to adults and is kept out of the reach of children.
- The first aid box and equipment is kept clean, replenished and replaced as necessary with sterile items sealed in their packages until needed.
- No un-prescribed medication is given to children, parents/carers or staff.
- At the time of admission to the playgroup, parents/carers written permission for emergency medical advice or treatment is sought. Parents/carers sign and date their written approval.
- 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/carers 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/carers for clarification of what they would like to do, i.e. collect the child and/or take them to their GP/seek advice from NHS 111.
- An ambulance is called for children requiring emergency treatment. We contact parents/carers immediately and inform them of what has happened and where their child has been taken.
- First aid is given until the ambulance arrives on scene.
- The Admission form is taken to the hospital with the child, if the parent/carer is not present.
- Accidents and injuries are recorded on accident/incident forms, kept in our accident folder 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. Parents/carers are given a copy of the accident/incident form.

Legal Framework

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

Further Guidance

- First Aid at Work: Your questions answered (HSE Revised 2009)
- Basic Advice on First Aid at Work (HSE Revised 2008)
- Guidance on First Aid for Schools (DfEE)

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Signed:

Name: Emily Steele

Position: Chair