

3.0 Staff Qualifications, Training, Support and Skills



3.2 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. Virtually all members of staff in the nursery possess a current first aid certificate. The first aid qualification includes first aid training for infants and young children. We provide first aid training which is specifically for adults caring for young children at the beginning of every academic year to all members of staff.

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 or attachment) e.g. No 16 dressing x 2.
- Container of 6 safety pins x 1.
- Guidance card as recommended by HSE x 1.

In addition, the following equipment is kept near to the first aid box:

- 2 pairs of disposable plastic (PVC or vinyl) gloves.
- Children's thermometer.
- A supply of ice is kept in the freezer.
- Information about the location of the first aid box is provided to all our staff and volunteers.
- The first aid box is easily accessible to adults and is kept out of the reach of children.
- **Tina Bloch** is the person in the setting who is responsible for checking and replenishing the first aid boxes.
- 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.

- 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 as part of the nursery agreement 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.
- 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.

Approved and revised on the 28/01/2016 by: Tina Bloch	Date to be reviewed: January 2017
Signed on behalf of the provider:	
Name of signatory	Tina Bloch
Role of signatory	Nursery Manager