

SECTION 1

General Welfare Requirement: Safeguarding and Promoting Children's Welfare

The provider must promote the good health of the children, take necessary steps to prevent the spread of infection, and take appropriate action when they are ill.

Promoting health and hygiene

1.20 First Aid

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 themes and commitments

1.3 Keeping safe	2.2 Parents as	3.2 Supporting every	
1.4 Health and well-being	partners	child	
	2.4 Key person	3.4 The wider context	

Procedures

The First Aid Kit

Our first aid kit complies with the Health and Safety (First Aid) Regulations 1981

- 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.

First Aid

- First aid consent forms signed by parent/carers for administering plasters and permission to contact A&E if it was thought necessary are kept with the child's personal records.

- First aid training is updated regularly and all regular staff are qualified.
- Any accidents and sickness are recorded daily in the accident book. Date, time and a brief description of event is written in the book along with the signature of staff and parent/carer signature to confirm they have been informed.

Major Accidents

The procedure is as follows:-

- A First-aid qualified staff will assess the situation; then if able to move, the child is taken into the Staff room.
- The staff member decides whether the child needs to go immediately to hospital or whether the child can wait for the parent/carer to come.
- If the child needs to go straight to hospital an ambulance will be called.
- The parent/carer will be contacted and arrangements will be made to meet the parent/carer at the hospital. A member of staff will accompany the child to the hospital, but will not sign for any treatment to be carried out.
- If the child can wait for the parent/carer to come, then the parent/carer will be contacted and the child will be made as comfortable as possible and a First-aid qualified member of staff will stay with them until the parent/carer arrives. It will then be the parent/carers decision whether to go to hospital or not.
- A report of the accident is recorded in the accident book and both staff member and the parent/carer must sign the book.

Minor Accidents

The procedure is as follows:-

- The injury is assessed by a First-aid qualified member of staff, and if necessary the administrator is called.
- The injury is treated.
- The child is then resettled back into pre-school and observed.
- The incident is then recorded in the accident book and the parent/carer informed, both staff member and the parent/carer must sign the book, with the date and time.

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
- Basic Advice on First Aid at Work (HSE 2006)
www.hse.gov.uk/pubns/indg347.pdf
- www.teachernet.gov.uk/_doc/4421/GFAS.pdf Guidance on First Aid for Schools (DfEE)

This policy was adopted by

Young Discoverers

On

10th July 2012 (date)

Signed

Name of signatory

Mrs Karen Keene

Role of signatory

Manager