

## 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

### First aid

#### Policy statement

Our staff are able to take action to apply first aid treatment in the event of an accident involving a child or adult. All our staff have valid Paediatric first aid training for infants and young children. We have evidence of due diligence when choosing first aid training and ensure that it is relevant to adults caring for young children.

#### EYFS key themes and principles

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe 1.4 Health and well-being	2.2 Parents as partners 2.4 Key person	3.2 Supporting every child 3.4 The wider context	

#### Procedures

##### *The First Aid Kit*

Our first aid kits are accessible at all times and contains the following items:

- Guidance card as recommended by HSE x 1.
- 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/ 1 roll of hypo-allergenic (Micro-pore) tape.
- Sterile gauze swabs for cleaning wounds.
- 1 protective face shield for performing CPR.
- 1 finger bandage and applicator

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

- 2 pairs of disposable plastic (PVC or vinyl) gloves.
- 1 plastic disposable apron.
- A children's forehead 'strip' thermometer.
- A supply of ice is kept in the freezer.
- 1 pair of scissors, with rounded ends.
  
- 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 file of all of the staff's current PFA certificates is accessible to all.
- The first aid box is easily accessible to adults and is kept out of the reach of children.
- There is a named person in the setting (Kerry Bools) who is responsible for checking and replenishing the first aid box contents every 6 months.
- Medication is only administered in line with our Administering Medicines policy.
- For safeguarding purposes, a record of pre-existing injuries will be kept in the child's file.

- 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 record the details in the accident book and inform parents when they collect their child (whereby they will sign the accident book). If the child is unduly upset or we have concerns about the injury, 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.
- In the event of a bumped head, the details are recorded in the accident book, the child is given a 'bumped head' sticker and when the parent collects their child, they will be given a 'bumped head' letter when they sign the accident book and will be told to closely monitor their child for 48 hours. The member of staff will also make a note of the date and time on our whiteboard to inform the staff who are present 48 hours after the event to continue to monitor the child.
- In the event of an emergency, an automated external defibrillator (AED) is stored outside the sensory room in the corridor opposite St. Lewis' Primary School's Reception Office (a sign with all relevant information is displayed in our setting).
- An ambulance is called for children requiring emergency treatment (school gate access will be opened by a member of our/school staff; gate code 1962). We contact parents immediately and inform them of what has happened and where their child has been taken.
- If the emergency involves chemical poisoning, a copy of our COSHH forms will be readily available for the ambulance crew to take.
- 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.
- 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)
- First Aid Management Record (Pre-school Learning Alliance 2016)
- Accident Record (Pre-school Learning Alliance 2017)
- Medication Administration Record (Pre-school Learning Alliance 2017)

This policy was adopted at a meeting of

Croft Early Years

Held on

29/4/2021

Date to be reviewed

29/4/2022

Signed on behalf of the management committee

Name of signatory

Role of signatory (e.g. chair/owner)