



## 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. At least one adult with a current Paediatric First Aid certificate is on the premises at any one time. We aim to ensure that first aid training is local authority approved and is relevant to adults caring for young children. A First Aid box is accessible at all times with appropriate content. Written records of accidents or injuries and first aid treatments are kept.

### Procedures

**Paediatric First Aid Certificates** are displayed on the wall just inside the door of the nursery.

Our **first aid kit** is accessible at all times to adults (but kept out of reach of children. Its location is known by all staff and volunteers. The Manager is responsible for checking and replenishing as necessary the contents (countersigned by another member of staff).

Contents include:

- Triangular bandages
- Sterile dressings (small and large sizes)
- Plasters
- Sterile eye pad and plastic eyeshade
- First aid booklet
- Microporous tape
- Gloves

**Medication** is only administered in line with our Administering Medicines policy (6.1).

In the case of **minor injury or accidents**, first aid treatment is given by a qualified first aider.

**Informing Parents** - in the event of minor injuries or accidents, we normally inform parents when they collect their child. If a 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.

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.

If an accident requires emergency medical attention, an ambulance will be called and parents notified, a staff member will accompany.

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.