

Felixstowe Nursery School

Safeguarding and Welfare Requirement: Staff Qualifications, Training, Support and Skills

At least one person who has a current paediatric first aid certificate is on the premises at all times when children are present, and must accompany children on outings.

Health

Providers must ensure there is a first aid box accessible at all times with appropriate content for use with children. Providers must keep a written record of accidents or injuries and first aid treatment.

First aid

Statement: - The staff in our setting 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 first aid certificate is on the premises, or on an outing, at any one time. Newly qualified staff who achieved an early year's 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/I] have evidence of due diligence when choosing first aid training and ensure that it is relevant to adults caring for young children

Procedures

- The first aid box is easily accessible to adults but not children.
- A well-stocked first-aid kit is maintained at all times. A member of staff in charge of this area checks its stock levels and expiry dates and records it monthly. We have a contents list that we check our stock by and that adheres to the recommendations of the first aid trainers from the courses we all attend.
- All out of date products are disposed of, documented and replaced as soon as possible.
- The accident book is kept safe and accessible. A page for each incident to maintain confidentiality. Completed forms are filed and kept on a high shelf in the store cupboard. All staff are aware of how to complete it.
- All staff receive first-aid training which is staggered so there is always someone who has a current certificate. A list of staff and volunteers who have current PFA certificates is displayed in the setting/made available to parents.
- A list of first-aiders is displayed with the first-aid box in the toilet area.
- 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 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)

This policy was adopted at a meeting of Felixstowe Nursery School.

Held on

Date to be reviewed.....

Signed by Chairperson.....

Signed by Manager.....