

# **ROCKINGHAM COMMUNITY DAY NURSERY**

## **First Aid Policy – October 2020**

### **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 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 ratio. We have evidence of due diligence when choosing first aid training and ensure that it is relevant to adults caring for young children.

### **Procedures**

Our first aid kit is accessible at all times

- 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 list of staff and volunteers who have current PFA certificates is displayed in our setting.
- The first aid box is easily accessible to adults and is kept out of the reach of children.
- Louise Ibuyane and Karen Suna are the named persons in the setting who are responsible for checking and replenishing the first aid box contents.
- Medication is only administered in line with our administering Medicines Policy.
- In case of minor injuries or accidents, first aid treatment is given by a qualified first aider.
- In the event of minor injuries or accidents, we will 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 to collect the child and take him/her to their 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/settling in week 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, we will notify the Health and Safety Executive, OFSTED and our Local Authority.

This policy was adopted at a meeting of Rockingham Community Day Nursery

Held on: \_\_\_\_\_

Signed on Behalf of Management Committee: \_\_\_\_\_

Name of Signatory: \_\_\_\_\_

Role of Signatory: \_\_\_\_\_

Review date: October 2021.