

First Aid

Policy Statement

At Pound Hill Pre-School, practitioners can administer first aid treatment in the event of an accident involving a child or adult. All Practitioners have gained a first aid certificate, and any students or relevant Level 3 achieved after 2018 MUST have a first aid certificate to be counted in ratio.

Procedure

- ❖ There will always be at least 3 first aiders available during lunch time
- ❖ The staff member at the snack table will hold a first aid certificate
- ❖ There will always be a first aider with the children inside or outside
- ❖ The first aid box is easily accessible and is located on the kitchen side, there is a smaller first aid kit to be taken on outings.
- ❖ Choke Vac is stored on the Snack / Lunch Trolley
- ❖ No un-prescribed medication will be given to children, visitors or practitioners.
- ❖ Parents sign to agree to medical treatment being sought for their child in an emergency
- ❖ When first aid is administered an accident report completed on Famly is completed and shared with parents via the app.
- ❖ Management then ensure that the person collecting is aware of the accident on collection
- ❖ If it is a head injury then parents are telephoned prior to sending of accident report, a bumped head letter is then completed and handed to the adult who collects the child.
- ❖ All practitioner employed by the Pre-School hold a paediatric First Aid certificate and attend training every 3 years.

This policy was adopted by
Position within the Pre-School

Katy Platt
Manager & nominated individual