

**3.2 First aid**

**Policy statement**

Little Owl Childcare 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. The first aid qualification includes first aid training for infants and young children. We ensure that first aid training is local authority approved and is relevant to adults caring for young children.

**Procedures**

*The first aid kit*

Our first aid kit is accessible at all times and contains the following items

* 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.
* Guidance card as recommended by HSE x 1.
* 2 pairs of disposable plastic (PVC or vinyl) gloves.
* 1 plastic disposable apron.
* A children’s forehead ‘strip’ thermometer.
* A cold compress is accessible in the nursery fridge.
* Information about who has completed first aid training and the location of the first aid box is provided to all staff and volunteers.
* The first aid box is easily accessible to adults and is kept out of the reach of children.
* The admin team/ Management are responsible for checking and replenishing the first aid box contents.
* 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 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. We inform parents if their child has had a head injury/bump whilst in our care immediately via a telephone call/ text.
* An ambulance is called for children requiring emergency treatment. We will 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 the company director 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 the childrens/adults accident record.