

First Aid Policy and Procedures

Version: 1

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Policy Statements

- Nursery staff will administer first aid for children with minor injuries or in the event of serious incidents whilst awaiting medical assistance
- All staff will be required to be trained in paediatric first aid and to maintain these qualifications with appropriate ongoing training
- Parental/Guardian consent is required to authorise first aid and medical attention. This consent will be taken upon registration.
- An incident form will be completed where any first aid is administered and parents will be asked to read and counter sign this note on collecting their child
- Separate policies are in force for illness to cover the need for medical assistance. Staff will administer any first aid necessary, commensurate with their training, whilst awaiting medical assistance.

Procedures

Cuts, grazes and 'bumps and bruises'

'Cuts and bumps' can be dealt with by any of the nursery staff. Providing comfort and reassurance is as important as treating minor injuries. First aid boxes are present in both units and outside the office. Cuts should be cleaned with water and impact injuries (bumps and bruises) treated with a cold compress.

Cuts will usually be left open to the air unless there is continued mild bleeding or if the cut would be likely to be re-opened by continued involvement in normal activity. In these cases, cuts will be dressed with the appropriate dressing from the first aid box providing this is acceptable with a child's medical action plan notes) if bleeding does not stop. (Cuts that are deep, continue to bleed through light dressing or that raise concerns in other ways will be treated as requiring medical assistance)

Nose bleeds will be treated with a cold compress, with the head held steady (not tilted backwards)

Impact injuries will be treated with a cold compress and any sprain injuries checked to determine severity. Impact injuries that result in unconsciousness or concerning behaviour (drowsiness, grogginess etc) will be treated as in need of further assistance.

In the event of a serious accident, injury or death – follow OFSTED guidelines.

Asthma and allergic reactions

Children who suffer from asthma and known allergies will have an action plan for managing these conditions. This action plan is the basis for first aid. If a child has what appears to be an asthma attack or to be suffering an allergic reaction and does not have an action plan then the following procedure will be followed:

Make the child as comfortable as possible

Contact parents to ask if there is an undisclosed history and to make them aware of the situation

If the reaction does not subside or changes parents will be re-contacted

If the child is has difficulty breathing or if staff have any concerns over the nature of the reaction – then medical assistance will be sought.

Minor ailments

Children with stomach upsets, high temperatures or any ailments that raise concerns will be monitored and reported to parents where necessary. Actions for these issues are covered in the children's illness policy.

In the event of a wasp sting:

Scrape the sting – use a credit card or something with a flat surface

Wash affected area

Apply a thick paste of baking soda and water (20-30 mins)

Apply ice to reduce swelling

Monitor for reaction – seek further medical advice if needed

Appendix 1: First Aid Box contents

First aid box (outside office / in units)

Date checked:

Contents

X2 triangular bandage

Vent aid

Gauze swabs (sterile)

Disposable gloves

Assorted plasters

Mirco pore tape

Eye pad

scissors

safety pins

sterile dressings x2 L, x2 M, x2 S

personal protection pack