



Promoting health and hygiene

First aid and procedures to be followed in case of an accident

Policy statement

In our setting staff are able to take action to apply first aid treatment in the event of an accident involving a child or adult. At least one member of staff with current first aid training 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.

In case of an accident

If a child or adult has an accident whilst the nursery is operating:

- All uninvolved children and adults will move into another room or space.
- A qualified first aider will look at him/her to assess the severity of the injury.
- If the injury is considered minor, the first aider will treat it using the approved contents of the First Aid box, having first checked the casualty's medical records e.g. allergies
- The parent/carer will be informed of the accident at collection time.
- If the injury is considered major, the parent/carer will be informed immediately by phone and asked to come and collect the child.
- If the accident is considered to be serious, the emergency services will be contacted immediately by phoning 999 and the parent/carer will be informed.
- **Ofsted** will be notified of any injury requiring treatment by a general practitioner or hospital doctor, or the death of a child or adult. The accident will be recorded in the **RIDDOR incident book**. All other minor accidents will be recorded in the **Accident book** and the parents notified.
- Following each accident, a risk assessment of the area in which the accident took place will be made to ensure there is no hazard there and appropriate action to remedy hazards will be taken.

The First Aid Kit

Our first aid kit complies with the Health and Safety (First Aid) Regulations 1981 and contains the following items only:

- Triangular bandages - x 4.
- Sterile dressings:
 - Small (formerly Medium No 8) - x 3.
 - Medium (formerly Large No 9) - HSE 1 - x 3.
 - Large (formerly Extra Large No 3) - HSE 2 - x 3.
- Composite pack containing 20 assorted (individually-wrapped) plasters 1.
- Sterile eye pads (with bandage or attachment) e.g. No 16 dressing 2.
- Container or 6 safety pins 1.
- Guidance card as recommended by HSE 1.

In addition to the first aid equipment, each box should be supplied with:



- 2 pairs of disposable plastic (PVC or vinyl) gloves.
- 1 plastic disposable apron.
- a children's forehead 'strip' thermometer.
- The first aid box is easily accessible to adults and is kept out of the reach of children.
- No un-prescribed medication is given to children, parents or staff.
- At the time of admission to the setting, parents' written permission for emergency medical advice or treatment is sought. Parents sign and date their written approval.
- Parents sign a consent form at registration allowing staff to take their child to the nearest Accident and Emergency unit to be examined, treated or admitted as necessary on the understanding that parents have been informed and are on their way to the hospital.

Legal framework

- Health and Safety (First Aid) Regulations (1981)

Completed: 04/09/14

To be reviewed: 04/09/18