

EYFS Pre Prep First Aid Policy

Reviewed by	Head of Pre Prep
Date for next Review	November 2019
ISI Policy Code	E4

Staff qualified in Paediatric First Aid:

Heidi Berry April 2016 – April 2019

Jess Kindred April 2016 – April 2019

Becky Horlock April 2016- April 2019

Beth Newport April 2016 – April 2019

Lindsey Arico April 2016-April 2019

- At least one member of staff with current paediatric first aid training (12 hours) 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.
- Our first aid kit complies with the Health and Safety (First Aid) Regulations 1981 and follows recent paediatric first aid training recommendations.
- The lockable first aid box is easily accessible to adults and is kept out of the reach of children.
- 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.
- Our accident book:
 - is kept safely and accessibly
 - all staff know where it is kept and how to complete it

- a form is signed by the staff member dealing with the accident and the parent on collection of the child.
 - is reviewed at least half termly to identify any potential or actual hazards
- Ofsted is notified of any serious accident, injury, illness or death of a child whilst in their care and of the action taken. Notification will be made as soon as is reasonably practicable, but at the latest within 14 days of the incident occurring.
- When there is any injury requiring general practitioner or hospital treatment to a child, parent, volunteer or visitor or where there is a death of a child or adult on the premises, we make a report to the Health and Safety Executive using the format for the Reporting of Injuries, Diseases and Dangerous Occurrences.