

## General Welfare Requirement: Safeguarding and Promoting Children's Welfare

The provider must promote the good health of the children, take necessary steps to prevent the spread of infection, and take appropriate action when they are ill.

## Promoting health and hygiene

### 1.22 First aid

#### Policy statement for St Joseph's Pre-school

At St Joseph's Pre-school staff are able to take action to apply first aid treatment in the event of an accident involving a child or adult. In March 2015 the UK government announced that new nursery and pre-school staff with a childcare level two or three qualification will be required to undertake Paediatric First Aid training. All our early years practitioners have completed this training. We ensure that there is at least two members of staff are on the premises or on an outing at any one time.

The Health and Safety (First Aid) Regulations 1981 require employers to provide adequate and appropriate equipment, facilities and personnel to ensure their employees receive immediate attention if they are injured or taken ill at work.

While the regulations do not require employers to provide first aid for anyone other than their own employees, the DfE Guidance "First Aid in Schools, Early Years and Further Education" states that first aid provision must be available while people, eg. pre-schoolers, visitors etc, are on the Pre-school's premises.

For more information on health and safety, see 3.2 Health and Safety General Standards. For information on staff wellbeing and mental health, see 2.6 Staff Wellbeing.

#### Procedures

##### *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 (ideally at least one should be sterile) - x 4.
- Sterile dressings:
  - a) Small (formerly Medium No 8) - x 3.
  - b) Medium (formerly Large No 9) – HSE 1 - x 3.
  - c) 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) eg No 16 dressing 2.
- Container or 6 safety pins 1.
- Pack of antiseptic wipes
- Adhesive tape x 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 checked on a monthly basis by the Deputy Practitioner.
- The first aid box is easily accessible to adults and is kept out of the reach of children.

- No medication should be given unless prescribed by a doctor. The exceptions to this are Paracetamol and Piriton, where a single dose may be given whilst awaiting collection by a parent/ guardian provided written consent has been obtained as per policy 1.17. Parents are required to complete a Medication Record form<sup>1</sup>
- 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.
- St Joseph's Pre-school keeps a record of all incidents involving staff, pre-schoolers, students and visitors, which require first aid staff to be in attendance. This helps us identify trends in accidents and areas for improvement as well as when to renew first aid needs assessments.
- Parents are informed if their child has received first aid or medicine from a practitioner. This is done using the "First Aid" tab on the "Care Diary" via Tapestry. Any entry automatically notifies the parent/carer.

### Legal framework

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

### Further guidance

- From the Health and Safety Executive website ([www.hse.gov.uk](http://www.hse.gov.uk))
  - [First Aid at Work: Your questions answered](#) (2014)
  - [Basic Advice on First Aid at Work](#) (2017)
  - [First Aid at Work: Guidance on regulations](#) (latest version)
- DfE Guidance "[First Aid for Schools, Early Years and Further Education](#)" (latest version)

### Associated policies and procedures

- 1.17 Administering medicine
- 1.18 Managing children with allergies or who are sick or infectious
- 2.6 Staff Wellbeing
- 3.2 Health and Safety General Standards

Version Number	Author	Purpose of Change	Date
1.0	K Coupe	Reviewed and page numbered	Sept 2014
2.0	Committee	Reviewed	Oct 2016
3.0	K Coupe, N Powers & H Elliott	Reviewed, updated and version controlled	01 May 2019 Committee Meeting
4.0	A Hitchings & K Coupe	Reviewed and updated. • administration of Paracetamol, Piriton etc; • inclusion of "Associated policies and procedures" section as per EY services safeguarding audit (175/157 section) 2022	03 May 2022 Committee Member (M Montgomery)
5.0	K Coupe	Reviewed and updated • reference to Health & Safety (First Aid) Regulations 1981 and DfE guidance "First	01 May 2024 Committee Member

<sup>1</sup> Policy 1.17 Administering medicines

<b>Version Number</b>	<b>Author</b>	<b>Purpose of Change</b>	<b>Date</b>
		<p>Aid in Schools, Early Years and Further Education”</p> <ul style="list-style-type: none"> <li>• hyperlink to DfE guidance and HSE documents included</li> <li>• confirmation of record of incidents re visitors, pre-schoolers etc is kept</li> <li>• “Associated Policies and Procedures” update.</li> </ul>	(J McFarling)
6.0	K Coupe & N Finn-Powers	Updated to reflect current practice on how accidents are recorded and parents notified	18 June 2025 Cttee Mbr (L Finn-Powers)