



## Promoting health and hygiene

### 1.13 First aid

#### Policy statement

The Bumblebee Children's Charity 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. The first aid qualification includes first aid training for infants and young children. All staff are first aid trained and training is renewed every three years.

#### 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.
- Guidance card as recommended by HSE 1.
- 2 pairs of disposable plastic (pvc or vinyl) gloves

The kits are checked by a designated member of staff at the start of each term and are restocked as necessary.

- There are two first aid boxes that are easily accessible to adults and these are kept out of reach of children. All staff are aware where the first aid kits are located as well as the accident book.
- No un-prescribed medication is given to children, parents or staff.
- In the event of a medical emergency our staff will
  - Call the emergency staff

- Liase with the parent/staff
- Ensure that a qualified first aider remains with the casualty

When a member of staff administers first aid medical gloves are worn when appropriate. Our staff will be mindful of the risk of HIV/AIDS infections, particularly in relation to vomit, blood etc.

**Legal framework**

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

**Further guidance**

- First Aid at Work: Your questions answered (HSE 1997)  
[www.hse.gov.uk/pubns/indg214.pdf](http://www.hse.gov.uk/pubns/indg214.pdf)
- Basic Advice on First Aid at Work (HSE 2006)  
[www.hse.gov.uk/pubns/indg347.pdf](http://www.hse.gov.uk/pubns/indg347.pdf)  
 Guidance on First Aid for Schools (DfEE)  
[www.teachernet.gov.uk/\\_doc/4421/GFAS.pdf](http://www.teachernet.gov.uk/_doc/4421/GFAS.pdf)

**Other useful Pre-school Learning Alliance publications - Medication Record (2006)**

This Policy was adopted by	
The Bumblebee Children’s Charity in	September 2015.....
Signed on behalf of the Management Committee	September 2016.....
	September 2017.....
	September 2018.....
Name of signatory	
Role of signatory	