



## **Promoting health and hygiene**

### **1.10 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 always on the premises. This is a Level 3 Paediatric First Aid Certificate and the Charity will ensure that all staff are first aid trained after successful probation 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) Medium (formerly Large No 9) – HSE 1 - x 6
  - c) Large (formerly Extra Large No 3) – HSE 2 - x 2.
- 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
  - Liaise with the parent/staff



## THE BUMBLEBEE CHILDREN'S CHARITY

*miracles in movement*

- 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 and is reviewed annually.

Name of signatory      Lindsay Warne

Date      July 2026

Role of signatory      Charity Administrator

Signed on behalf of the Trustees