



## **JPAC Ltd First Aid Policy**

### **Policy statement**

In our setting staff can 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 paediatric first aid training is on the premises or on an outing at any one time. However, JPAC Ltd expect ALL staff working within the settings to maintain an up-to-date paediatric first aid qualification. The first aid qualification includes first aid training for infants and young children. Parents/carers need to be informed who is the designated First Aider.

**We ask all parents/carers to ensure that their child's medical records on our registration system are maintained and kept up-to-date. This is EXTREMELY IMPORTANT with regards to the Health and Safety of the children**

### **Procedures**

First aid boxes must be clearly marked with a white cross and a green background. They must be durable, protect their contents from contamination and be kept in an accessible location. The box must contain as a minimum:

- Leaflet giving guidance on general first aid
- Pairs of disposable gloves
- 20 individually wrapped sterile adhesive dressings (assorted sizes and blue ones for food technology or kitchen areas)
- Sterile eye pads
- Individually wrapped sterile triangular bandages
- Safety pins
- Medium sized individually wrapped sterile unmedicated wound dressings (approx. 12x12 cm)

- Large individually wrapped sterile unmedicated wound dressings (approximately 18x18 cm)
- Steri strips

If tap water is not available for eye irrigation, 300ml containers of sterile water should be put into the first aid box. These have a limited shelf life and need to be replaced periodically. Where soap and water are not available, individually wrapped moist cleaning wipes must be provided. If scissors are put into the first aid box, they must be blunt ended. Disposable aprons and waste bags must be kept near the first aid box. DO NOT keep antiseptic creams, lotions, or any type of medication or drugs in the box.

#### Travelling first aid kits

##### Minimum requirements:

- Leaflet giving general first aid advice
- 6 sterile individually wrapped adhesive dressings
- 1 large sterile unmedicated would dressing (appro 18x18 cm)
- 2 triangular bandages
- 2 safety pins
- Individually wrapped moist cleansing wipes
- 1 pair of disposable gloves
- Steri Strips

No un-prescribed medication is given to children without written consent from parents. Children are encouraged to give themselves the medication, under the supervision of a member of staff. If at all possible, children should be given their medication outside Club hours.