

FIRST AID POLICY
for
LITTLE BEARS CRECHE LIMITED



INTRODUCTION

At Little Bears we make every effort to ensure that all children are safeguarded and well cared for. The children are the centre of our focus in all decision-making and arrangements. The creche sees adequate First Aid provision as vital in the daily process of caring for the children.

Paediatric first aid trained staff can take action to supply first aid treatment in the event of an accident involving a child or adult.

FIRST AIDERS

All staff will attend Paediatric first aid training every 3 years by an Ofsted approved training company. We will always have 1 member of staff on the premises that is fully paediatric first aid trained.

The first aid box is clearly visible near the entrance of the Creche and is checked and restocked regularly.

RECORD KEEPING

Records of illnesses, accident, and injuries, along with any first aid treatment given to a child, are kept and filed accordingly.

Parents are notified immediately if a child has an accident including a head injury or becomes unwell.

If an injury is classed as “non-serious” e.g fell over in the creche and bumped knees, the parents will be notified when they collect their children at the end of the session and will be given an accident form on handover describing the accident and the action/first aid given, in the case of a minor head injury a phone call will be made to the parent as soon as possible were convenient after the child has received first aid.

ALLERGIES AND MEDICATION

Prior to visiting Little Bears, all medical details are required to be filled out by a parent or carer which will be completed on our booking form. This is so that our staff can provide the level of care expected.

Children are only permitted to stay within the creche for up to 2 hours and parents are required to stay within the vicinity of Coppice Garden Centre. Therefore the staff at Little Bears will not be administering any medication. It is the parent or carers responsibility to administer medication prior to the visit and it is the parent or carers responsibility to be contactable throughout the whole time their child is in our care.

This policy is approved and robustly endorsed by LITTLE BEARS CRECHE LIMITED and is due for review every 2 Years.

Signed: JESSICA MCCANCE-DAVIS (Safeguarding Officer)

Date: 01/10/2022