



3.2 First Aid

1) Purpose

We act quickly and safely to provide first aid to infants, children and adults. At least one adult with a current paediatric first aid certificate is on site, and on outings, at all times.

2) Main rule / nursery commitment

- We aim for all employees to be first aid trained.
- First aid training should be suitable for people caring for young children and locally approved where required.
- A public access automated external defibrillator (AED) is located on Howard Road.

3) Procedures / what staff must do

- In a defibrillation emergency, call 999 immediately. One staff member stays with the casualty and another retrieves the AED from Howard Road if safe to do so.
- The first aid kit is accessible to adults at all times, out of children's reach, and contains: 4 triangular bandages, 3 small sterile dressings, 3 medium sterile dressings, 3 large sterile dressings, 1 pack of 20 assorted plasters, 2 sterile eye pads, 1 pack of 6 safety pins, 1 Health and Safety Executive guidance card, 2 pairs of disposable gloves, 1 disposable apron and 1 children's forehead strip thermometer.
- All staff and volunteers are told where the first aid kit is kept and who holds current paediatric first aid certificates. The named person responsible for checking and restocking the kit is Hayley Hooper.
- Minor injuries are treated by a qualified first aider. Parents are usually told at collection unless the child is very upset or staff have concerns, in which case parents are contacted earlier.
- For emergency treatment, call an ambulance, contact parents immediately and ensure a senior member of staff stays with the child.
- Parents sign consent at registration allowing staff to make urgent medical decisions if the parent or carer is not present.
- Medication is only administered in line with the administering medicines procedure.
- Accidents and injuries are recorded and reported as required to the Health and Safety Executive, Ofsted and/or child protection agencies.

4) Policy details

- Provider: Aspire Day Nursery Ltd
- Adopted: May 2015
- Date last reviewed March 2026
- Signed by: C Moxon
- Name of signatory: Christine Moxon
- Role: Manager