



Children of the World Montessori School

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FIRST AID POLICY

Policy Statement

All the staff at COTW Montessori School are able to take action to apply first aid treatment in the event of an accident involving an adult or child. All members of staff have current first aid training. The first aid qualification includes Paediatric First Aid training for infants, young children and adults.

Procedures

Our first aid kit complies with the Health and Safety regulations and contains the following items:

- Triangular bandages (one is sterile) - x4.
- Sterile dressings: small, medium and large - x3.
- Plaster pack containing assorted (individually wrapped) plasters.
- Sterile eye pads (with bandage or attachment).
- Steri-strips.
- Surgical tape.
- Sting relief spray.
- Cool gel sheet.
- Safety pins.
- Resuscitation face shield.
- 'I bumped my head' wrist bands.
- Guidance book.

In addition to the first aid equipment, each box is supplied with:

- 2 pairs of disposable gloves.
- A thermometer.
- Sterile wipes.

Some additional point to notes:

- The first aid box is easily accessible to adults and is kept out of the reach of children.
- No unprescribed medication is given to children.
- All accidents, no matter how minor are recorded in the preschool accident book.
- Parents will be informed and requested to sign the accident/incident book for confirmation.
- A designated member of staff, Estefania Oliver, will check the first aid kit on a weekly basis and restock if necessary.
- At the time of admission to the preschool, parents written permission for emergency medical advice or treatment is sought.
- Parents sign and date their written approval for use of plasters or Burnjel.
- Parents sign a written consent form to contact the Emergency services if required.
- Contact with parents will be made immediately to inform them and to make their way to the hospital.
- In the event that a parent cannot be contacted the Headteacher/member of staff will accompany the child to hospital.