

First Aid Cabinet and Training

- There will be a first aid kit on site in the staffroom area, out of reach of the children. The Centre also has an excursion first aid travel kit which is taken on all outings away from the Centre.
- The Health & Safety representative will be responsible for regularly monitoring and maintaining all first aid kits.
- The Health and Safety representative will be responsible for ensuring that the first aid kits are maintained.
- The Centre will ensure that there is an adult present, at all times that children are in attendance, who has a current first aid certificate, or is a registered medical practitioner, or nurse with a current practicing certificate, or is a qualified ambulance officer or paramedic.
- The Centre will financially fund all permanently employed staff to complete and regularly refresh a comprehensive First Aid Course.
- The Centre will hold copies of First Aid certification in the employee files.
- When a child is injured, any first aid shall be administered or supervised by an adult meeting the above mentioned qualifications.
- All injuries that occur in the Centre will be recorded and include the child's name, date, time, description of the incident, actions taken and by whom and evidence of parental knowledge of the incident.