

First Aid Policy

Happy Mindz First Aid Policy

Introduction

At Happy Mindz, we prioritise the safety, wellbeing, and care of every child. Our approach places children at the centre of all decision-making and daily practice. We recognise that effective First Aid provision is essential in ensuring the health and safety of children, staff, and visitors.

We ensure that appropriately trained staff are available to administer First Aid in the event of an accident or medical incident.

First Aiders

All staff complete Paediatric First Aid training every three years through an Ofsted-approved provider, in line with statutory EYFS requirements.

Our aim is for 100% of staff to be fully paediatric first aid trained at all times.

Regular in-house refresher sessions are delivered to maintain staff confidence and competence between formal training.

A clearly labelled First Aid box is located in each room and is checked and restocked regularly. Additional kits are available in designated rooms and taken on outings.

EYFS Key Themes and Commitments

This policy supports the following principles of the Early Years Foundation Stage (EYFS):

A Unique Child:

1.3 Keeping Safe

1.4 Health and Wellbeing

Positive Relationships:

2.2 Parents as Partners

2.4 Key Person

Enabling Environments:

3.2 Supporting Every Child

3.4 The Wider Context

Record Keeping

All incidents involving injury, accidents, or administration of First Aid (including non-prescription/prescription medication) are recorded promptly and stored securely in accordance with data protection guidelines.

Parents are informed immediately of any significant incident, especially involving head injuries or sudden illness if a child vomits they are called immediately and asked to collect. The child will be cleaned and monitored by staff.

For minor injuries (e.g. grazed knees), parents are informed at collection time and provided with a completed Accident Form, detailing the incident and the First Aid administered.

In the event of a minor head bump, a courtesy phone call will be made as soon as practical after the child has received appropriate care, in addition to the written record.

Monitoring and Review

This policy is reviewed annually or sooner if there are changes to legislation, EYFS requirements, or internal procedures.

Reviewed by: S Jarman . (Nursery Manager) – 01/09/2025