



First Aid and Administration of medicines policy

The aims of first aid are to preserve life, prevent harm and promote recovery. Whilst children are in the care of 1066 Kids Club we take the responsibility of protecting children against injury and harm. We hold these aims with regular training, well stocked first aid kits and up to date records to contact parents. We also require update children's medical information relating to medical needs and allergies at each camp.

We will ensure equipment and the areas in which we play including outside areas are checked to ensure they are safe for use. At least one, identified member of staff onsite, will always have Paediatric First Aid Training.

Childcare Practitioners will report first aid incidents in the incident book and will report this to parents upon collection. If a child has a head injury parents will be notified via telephone. Any child who has sustained an injury or been in an accident will be closely monitored until home time.

If a child becomes unwell with sickness their parents will be called and asked to collect them. We require 48 Hours before the child can attend again.

In the event of a serious injury or medical emergency it may be necessary for a child to obtain emergency treatment. A parent and emergency contact will always be notified of this.

We are only able to administer medicine in line with instructions from a medical professional eg antibiotics. If these are required we ask that parents complete a form to give permission for these to be administered. We are not able to administer medicine such as calpol, antihistamine unless we have written instructions with clear dosage etc from a medical professional. Inhalers and emergency medication such as epipens will be administered in line with parents consent - forms must be completed by parents given staff permission. Only staff who have completed their first aid training are able to administer medicines this will be recorded and shared with parents on collection. In the

event of an emergency such as anaphylaxis it may be necessary to contact emergency services and then the parent.

Updated FH Simpson 27/02/23

Reviewed FH Simpson 16th June 2024

Reviewed F Simpson 29th November 2025

Reviewed F Dando August 2026