

The Kinder Garden



Administration of First Aid Policy

Aim

The aim of The Kinder Garden is to ensure that all children and staff members are administered first aid by qualified first aiders in accordance with the Education and Care Services National Regulations 2011.

Legislative Requirements

Education and Care Services National Regulation 2011
Education and Care Services National Law Act 2010
National Quality Standards 2011

Who is affected by this policy?

Educators
Staff
Families
Children
Management

Implementation

At all times that the service is operating at least one educator must be in attendance and immediately available who holds the following:

- A current approved first aid qualification
- Current approved anaphylaxis training
- Current approved emergency asthma training

Note: An educator can hold all three of these qualifications, or individually, but educators need to be on the premises at all times, who hold these qualifications. The service will ensure that their rosters meet these requirements, and they have contingency plans in place for educators on leave or absent. The roster will show who the educators on duty are with the correct qualifications and training.

The service will keep a copy of educators' first aid qualifications and training in the educators staff file.

If and when first aid needs to be administered, to any child, only educators, with the above qualifications and training are to administer it in accordance with the Regulations.

The Approved Provider/Nominated Supervisor will ensure that this policy is maintained and implemented at all times.

Sources

Education and Care Services National Regulation 2011
Education and Care Services National Law Act 2010
Guide to the National Quality Standards

Review

The policy will be reviewed annually. Review will be conducted by management, employees, parents and any interested parties.

Reviewed: February 2017

Date for next review: February 2018