



Little Feet Childcare Centre Limited

"we care for your child"

FIRST AID POLICY (Lic-2)

Rationale: Little Feet Childcare Centre aims to ensure that the First Aid cabinet is accessible and equipped to the standard approved by the Ministry of Education First Aid requirement.

Procedures:

- The First Aid cabinet is placed underneath the art sink in the activity room 3 (Pukeko Room)
- A portable first aid kit is also placed on the top of the filing cabinet in the office.
- Contents of the First aid will be checked monthly by the supervisors, to ensure a sufficient supply is maintained at all times.
- A list of required content of the kit and the date checked is documented in the first aid folder.
- Only staff with a valid first aid certificate will administer first aid to children if required
- The accident register must be filled for any child who has received first aid and a copy of the documentation will be handed to the parent.
- All educators will ensure that they have a valid first aid certificate.

First Aid Box Contents (Red Bag)

No.	Product	Stock Reqd	Stock in hand	Expire Date	Months					
1.	Assorted adhesive bandage	60								
1.1	19 by 72mm	30								
1.2	25 by 76mm	20								
1.3	10 by 40mm	10								
2.	Triangle Bandage	2								
3.	Emergency Blanket	2								
4.	Elastic Bandage 5cm by 4.5cm	6								
5.	Medium wound dressing 12 by 12cm	4								
6.	Large wound dressing 18 by 18cm	4								
7.	Non-woven gauze pad 5cm by 5cm	8								
8.	Sterile gauze pad 4'4' 1 pc	6								
9.	Alcohol prep pad	16								
10.	Antiseptic wipes/swabs	16								
11.	Assorted safety pins	6								
12.	Pair of exam gloves	4								
13.	Disposable plastic tweezer	1								

14.	Waterproof tape 1.25cm by 9.14m	2								
15.	Saline solution 20ml	4								
16.	Plastic whistle -1pc	1								
17.	CPR mask - 1pc	1								
18.	First Aid Guide – 1pc	1								
				Signature						