



Paediatric First Aid (PFA) Policy

Bumble & Bloom Childcare · Compliant with EYFS September 2025

This policy sets out how we ensure that a qualified paediatric first aider is always available to children in our care and how first aid is delivered, recorded and communicated to families.

Trained first aiders

- Charlotte holds a current 12-hour Paediatric First Aid certificate meeting the EYFS September 2025 requirements, refreshed every three years.
- Any assistant caring for children under two, or working unsupervised with children, also holds a full PFA certificate before starting.
- A PFA-qualified adult is present at all times on the premises and on every outing.

First aid equipment

- A fully stocked and in-date first aid kit is kept in a known, accessible location.
- A dedicated travel first aid kit accompanies every outing along with children's emergency contact details.
- Contents are checked and restocked at least monthly.

Responding to an incident

- In the event of illness or injury, the qualified first aider assesses the child immediately and administers appropriate first aid.
- If further medical attention is required, we call 111 or 999 without delay and inform the parents as soon as possible.
- A child who has received first aid is comforted and observed for any signs of deterioration.

Recording and reporting

- All incidents and treatment are recorded in the accident/incident record with time, nature of injury, first aid given and staff involved.
- Parents are informed on the day and asked to sign the record.
- Serious incidents, including any that require hospital treatment, are reported to Suffolk Childcare Agency, the local child protection agency, RIDDOR and (where relevant) local child death review partners within the required timescales.

Head injuries and specific conditions

- Head injuries are always reported to parents in writing on the same day, with guidance on signs of concussion to watch for at home.
- Children with known conditions such as asthma, epilepsy or severe allergy have an individual care plan and any prescribed emergency medication (e.g. inhaler, AAI) is kept safely on-site.

Review

- This policy and PFA certification are reviewed annually and whenever the EYFS framework or first aid guidance changes.