

First Aid and Administration of Medication

First Aid

Adults working with children, young people and vulnerable adults should be aware of basic first aid techniques. All staff and volunteer workers should be encouraged to have some First Aid knowledge and the parish should encourage access to First Aid training.

When administering first aid, wherever possible, adults should ensure that another adult is aware of the action being taken. Parents and carers should always be informed when first aid has been administered. If the injury appears to be serious, the emergency services should be called without delay.

All premises used by children should have a First Aid kit. Its contents should be stored in a waterproof container and be clearly marked. Each group should designate one worker to check the contents at prescribed intervals.

A suggested minimum for a First Aid kit:

- 2 x small wound dressings
- 1 x large wound dressing
- 1 x eye pad
- 4 x triangular bandages
- 2 x non-stick dressings 5 cm x 5 cm
- 2 x non-stick dressings 10 cm x 10 cm
- 1 reel of low allergy adhesive tape
- 4 x safety pins
- 5 x pairs of disposable latex gloves
- 2 x conforming bandages 6 cm
- 1 x resuscitation shield
- 20 x wrapped adhesive dressings (plasters)
- 2 x crepe bandages 5 cm
- 1 x disposable apron
- 1 x sealed eye wash
- 1 x emergency aid card
- 4 x individually wrapped cleaning wipes (non-alcoholic)
- An accident report book.

Useful website: www.hse.gov.uk/firstaid

Administering Medication

In circumstances where children, young people and vulnerable adults need medication regularly an agreed plan should have been established to ensure their safety and protection, as well as for the adults who are working with them. Depending upon the age and understanding, they should where appropriate, be encouraged to self-administer medication or treatment including, for example any ointment or use of inhalers.

Parishes need to ensure that:

- Workers/helpers for children and youth groups, or a group for vulnerable adults, understand the extent and limitations of their role in applying basic care and hygiene

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tasks for minor abrasions and understand where an injury requires more experienced intervention.

- there are trained and named individuals to undertake first aid responsibilities.
- training is regularly monitored and updated.
- arrangements are in place to obtain parental consent for the administration of first aid or medication.

This means that adults should:

- explain to the child, young person or vulnerable adult what is happening.
- always act and are seen to act in the best interests of the child, young person or vulnerable adult.
- report and record any administration of first aid or medication.
- always ensure that an appropriate health/risk assessment is undertaken prior to undertaking certain activities.

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