

## Administration of First Aid

### Policy Statement

The BOOSH Centre will provide and maintain a high level of care for children attending the service. The service will ensure that necessary educators will be suitably qualified in emergency first aid management and that first aid equipment and support will be available to all children, educators and visitors to the service and whilst on excursions. Ideally, all educators will undertake child care first aid qualifications, which includes asthma and anaphylaxis management training, to ensure full and proper care of all is maintained.

### Background

The *Education and Care Services National Regulations* require approved providers to have policies and procedures in place in relation to the administration of first aid.

### Legislative Requirements

This policy is consistent with the legislative requirements detailed in, but not limited to, the following *Education and Care Services National Law and Regulations*:

Section/Regulation	Description
Section 167	Offence relating to protection of children from harm and hazards
Regulation 85	Incident, injury, trauma and illness policies and procedures
Regulation 86	Notification to parent of incident, injury, trauma and illness
Regulation 87	Incident, injury, trauma and illness record
Regulation 88	Infectious diseases
Regulation 89	First aid kits
Regulation 90	Medical conditions policy
Regulation 92	Medication record
Regulation 93	Administration of medication
Regulation 94	Exception to authorisation requirement – anaphylaxis or asthma emergency
Regulation 101	Conduct of risk assessment for excursion
Regulation 102C	Conduct of risk assessment for transporting of children by the education and care service

Regulation 136	First aid qualifications
Regulation 137	Approval of qualifications
Regulation 161	Authorisations to be kept in enrolment record
Regulation 162	Health information to be kept in enrolment record
Regulation 168	Education and Care Services must have policies and procedures
Regulation 170	Policies and procedures to be followed
Regulation 171	Policies and procedures to be kept available
Regulation 172	Notification of change to policies or procedures
Regulation 176	Time to notify certain information to Regulatory Authority
Regulation 183	Storage of records and other documents

## National Quality Standard - Elements used to inform our policy

2.1.2 - Effective illness and injury management and hygiene practices are promoted and implemented.

2.2.2 - Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented.

2.2.1 - At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard

7.1.2 - Systems are in place to manage risk and enable to effective managing and operation of a quality service

### Links to other policies

- Acceptance and refusal of authorisations
- Dealing with infectious diseases
- Dealing with medical conditions in children
- Emergency and evacuation
- Enrolment and orientation
- Excursions
- Incident, injury, trauma, and illness
- Providing a child safe environment
- Safe transportation of children
- Sun protection
- Water Safety