

# Leadership and management

## Medical needs



Expectations regarding paediatric first aid and managing children's medical needs are made clear within the [Statutory framework for the early years foundation stage for group and school providers \(publishing.service.gov.uk\)](https://publishing.service.gov.uk).

This information should inform your practice, how you manage staffs training needs, as well as how staff are deployed.

### Task 1

Take a moment to consider existing practice. Can you answer the following questions? Do your answers reflect that of your statutory duties?

- How many staff are currently trained in first aid?
- What process is in place for ensuring training is updated?
- Do staff have opportunities to practice applying the knowledge acquired through training?
- Who is responsible for checking and updating the first aid box? How is this recorded?
- Where do you store medicines and how do you ensure that all staff check medicine labels?
- What should you consider when storing medicines?
- What is your procedure with the parents for administering and recording medication?

## Task 2

Think about the children in your setting, do any of them have specific medical needs?

How are all staff made aware of this? Where can you get help and support from? Is specific training required e.g., EpiPen?

If you have a child with a specific need, identify a member of staff to research information about the condition and feedback/set up a file. If you don't have a child with a specific need, research asthma, diabetes or another common condition of your choice and feedback/set up a file.

## Task 3

True or False?

1. As long as you can contact someone with paediatric first aid (PFA), who is local, you do not need to have someone with PFA onsite.
2. Providers must keep a written record of accidents or injuries and first aid treatment.
3. Medicine (both prescription and non-prescription) must only be administered to a child where written permission for that particular medicine has been obtained from the child's parent/carer.
4. All staff who obtained a level 2/3 qualification since June 2016 must obtain a PFA qualification within 6 months of starting work in order to be included in the required staff ratios at level 2 or 3 in an early years setting.
5. Staff must have training if the administration of medicine requires medical or technical knowledge.
6. As long as the course title includes 'paediatric', it will be reliable first aid training for staff.

7. Prescription medicines can be administered without being prescribed by a doctor, dentist, nurse or pharmacist, as long as written permission from parents is obtained.
8. PFA certificates should be displayed (made available to parents) or a list of staff who have a current PFA certificate.

Answers:

1. False at least one member of staff with PFA should be present onsite at all times. On outings, a member of staff with current PFA should also be present.
2. True
3. True
4. False. All staff who obtained a level 2/3 qualification since June 2016 must obtain a PFA qualification within **3 months** of starting work in order to be included in the required staff ratios.
5. True
6. False – Annex A of the statutory framework sets out the criteria for effective PFA training and providers should ensure that they are robust in their process for identifying appropriate training for practitioners.
7. False. – Prescription medicines must not be administered unless they have been prescribed by a doctor, dentist, nurse or pharmacist.
8. True