Allscott Meads Primary School and Nursery

‘Our School, Our School Community’

Paediatric First Aid Policy and Procedures

Allscott Meads

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Written by:	Jolli Wilson
Approved by:	Kirsty Parkinson
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Learning Community Trust

The Learning Community Trust (LCT) is committed to ensuring the safety and well-being of all children in its care. In accordance with the EYFS 2025 statutory framework, only staff with valid Paediatric First Aid (PFA) certification may supervise children during meals or count in staff-to-child ratios. This policy outlines the procedures for ensuring compliance with PFA requirements across all LCT primary schools.

At Allscott Meads Primary and Nursery Academy we are dedicated to:

- Providing and maintaining a safe and healthy environment for all children, staff, and visitors.
- Ensuring all staff are trained to recognise hazards and actively protect children from risk.
- Equipping all staff working with EYFS children with **paediatric first aid training**.
- Recording and communicating all accidents and incidents accurately and promptly.
- Maintaining a culture of safety awareness and continuous improvement through regular risk assessments and reviews.

Legal Framework

This policy aligns with the following legislation and guidance:

- Statutory Framework for the Early Years Foundation Stage (EYFS)

Supervision requirements

Children in the Early Years Foundation Stage year groups must be supervised by staff holding a current and valid PFA certificate during all meals, snacks, and high- risk activities. This ensure immediate response in the event of choking, allergic reactions, or other medical emergencies.

Training Standards

PFA training must be delivered by competent, regulates providers or those following Health and Safety Executive (HAS) guidance. Training must meet the EYFS 2025 requirements and include CPR, choking response, and emergency treatment for infants and young children. Certificates must be renewed in line with statutory guidance and recorded in the staff training log.

Employees are Paediatric first aid trained in line with the Early Years Statutory Framework requirements, and this is updated every 3 years. In the event of the certificate lapsing due to being unable to book on a course before the certificate runs out, the member of staff will not administer first aid. At least one person who has a current paediatric first aid (PFA) certificate must be on the premises and available at all times when children are present and must accompany children on outings.

Ratio Compliance

Students and apprentices may only be included in staff to child ratios if they hold a full and valid PFA certificate. Suitable students on long term placements, volunteers (aged 17 or over) and staff working as apprentices in early education (aged 16 or over) may be included in the ratios at the level below their level of study. Except in the case of apprentices, only those aged 17 and over may be included in the ratios.

We will ensure that at least one PFA certificated staff member is always present and factored into daily staffing plans.

3- and 4-Year-Olds:

- 1 adult to 8 children
- At least one member of staff must have a relevant Level 3 qualification
- At least half of the rest must have a Level 2 qualification
- If a qualified teacher or Level 6 early years professional is present: 1:13 is permitted

Reception age children

- 1 teacher to 30 children

Mixed Age Classes of Nursery (3-4) and Reception

- Some schools may choose to mix their reception classes with groups of younger children (for example, nursery pupils, non-pupils, or younger children from a registered provider). In such cases they must determine ratios within mixed groups, guided by all relevant ratio requirements and by the needs of individual children within the group. In exercising this discretion, the school must comply with the statutory requirements relating to the education of children of compulsory school age and infant class sizes. Schools' partner providers must meet the relevant ratio requirements for their provision.

(ref. 3.43, 3.44, 3.45, 3.46, 3.48 and 3.49 of Early years foundation stage statutory framework For group and school-based providers)

Documentation and Record Keeping

We will maintain an up-to-date record of all staff with valid PFA certification, including expiry dates. This record is available for inspection and reviewed termly by the Designated Safeguarding Lead (DSL).

Policy Review

This policy will be reviewed annually, or sooner in statutory guidance changes. All updates will be communicated to school leaders and incorporated into staff training and induction materials.