

First Aid Training and Supplies

Head Start Performance Standards

§ 1302.47 (b) (4) (i)

Policy

First Aid training

- All staff are required to have current Infant Child & Adult First Aid and CPR certificates
- Training will be at the agency's expense and will be coordinated by the Professional Development Supervisor.
- Copies of First Aid and CPR cards will be maintained at each site.
- Cards must be updated in the staff licensing file.
- If a card expires, staff cannot work in the classroom until it is current.

First Aid supplies

- Each site will have an appropriately stocked first aid kit that is conveniently located out of children's reach on a high shelf and readily accessible to staff. This kit must **not** be locked up during Head Start hours of operation. The location of first aid kits will be identified with clearly marked signage.
- First Aid kits are portable and must accompany teachers during outside play time and on walking field trips.
- A body fluid clean-up kit supplied by Health Services and supplies for sanitizing after a blood spill must be located near the kit, out of reach of children.
- The children's emergency contact information must be located near the kit.
- Teachers will bring a copy of each child's emergency contact information and medical release form on all field trips away from the immediate neighborhood.
- Buses will have the standard Transportation Department-approved first aid kits, supplies, and body fluid kits.
- The Health Services team will stock all classroom kits prior to the start of the school year. Teacher Aides with the help of all classroom staff will monitor the contents of first aid kits weekly using the provided supply list included in the kits. **If supplies are needed, staff will fill out a first-aid order form and send it to Health Services.**
- In addition to the first aid kit supplies, all sites will have gloves (non-latex) and bodily fluid clean-up kits on hand.

**Community Action Head Start
Washington County, Oregon**

Quantity	Sizes	Item
1	Box of 12	Non-stick sterile gauze pads (3"by 3")
1		2-inch roll gauze
1		2-inch flexible bandage wrap
1		Triangular bandage
1		Blood stopper compress
1		CPR face shield
1	Box of 10	Knuckle bandage
1	Box of 8	Fingertip bandage
2	assorted sizes	Non-latex bandage (small & large strip bandages)
1	Roll	Hypo-allergenic adhesive tape
1	Box of 10	Wound closures (butterfly)
1		Scissors
1	Box of 6	One digital thermometer with disposable covers or one temporal thermometer
1		Ace bandage 2 inch
1		First aid guide
1	Box	Castile wipes
1		Bodily fluid clean-up kit
1	8oz	Water bottle
2		Instant Ice Pack
1		Disposable Tweezer
1	Travel Pack	Tissue
1	Travel Size	Hand Sanitizer
1		Crank Radio with Flashlight
1		Whistle