

EMPLOYEE CPR AND FIRST AID TRAINING POLICY

Purpose:

Ensure all staff are familiar with CPR/First Aid procedures. Ensure that staff working directly with children are prepared to act quickly to ensure the health and well-being of each child. Staff who are knowledgeable and well-trained are prepared to protect the children in their care.

Policy:

1. All staff must acquire within 30 days of hire an Infant/Child First Aid/CPR Card.
2. The following staff are responsible for keeping their cards current and not letting them lapse. Failure to keep a current card will result in suspension without pay.

Child Family Advocate
Teachers
Teacher Assistants
Bus Drivers
Bus Monitors

It is recommended that all other staff periodically update their skills on pediatric emergencies and principles of first aid.

At performance evaluation time supervisors must check to see if cards are current and provide information to staff on their Growth and Improvement Plan.