

# St Andrew's C.E. Primary School

## First Aid Policy



### MISSION STATEMENT

#### Growing in Faith Hope and Love

We believe that St. Andrew's C.E. Primary School exists to provide life's main opportunities for our children guided by and learning from the example and teaching of Jesus Christ.

These opportunities come from an ethos and curriculum that provide maximum learning experiences for each individual child, no matter what their particular learning abilities may be.

We will aspire to a curriculum which results in the enjoyment of learning, children who feel good about themselves and in which everyone can be good at something. We will encourage pupils to show tolerance and respect for each other, set themselves high standards, to take pride in their work and do their best.

We will provide curriculum enrichment activities including first hand experiences, creative opportunities, visits and visitors.

We will offer every child the chance to achieve as much as they are able.

We will achieve high standards for all children, giving them secure foundations for future learning and success in life.

### Overview

From time to time whilst children are in our care they will get injured or become unwell and they need first aid. Every member of staff is in 'loco parentis' and will act accordingly to offer the care and help that could reasonably be expected of a 'caring parent' in those circumstances. We have in school members of staff who have been trained in First Aid and so the help of one of these staff should be sought as soon as possible. First Aid equipment is available in school and it should be used in the child's best interest and with great care. Where it is judged necessary the emergency service should be called or the child should be escorted to hospital. Parents should be kept fully informed whenever a child has received first aid.

### Objectives

1. To provide safe and appropriate care for children and staff if they are in need of first aid.
2. To ensure that we have sufficient trained first aid staff available to care for children or adults if the need arises.
3. To ensure that we have at least two members of staff with paediatric first aid training to be available for the care of pupils.
4. To ensure that all staff knows what to do if a child needs first aid treatment and how they should respond in those circumstances.

5. To ensure that we have appropriate first aid kit easily available in school with portable kits to take when children go off site on visits etc.
6. To ensure that members of staff are given training and that those with first aid certificates are kept up-to-date.
7. To ensure that all staff know how to involve the emergency services if they are needed.
8. To ensure that appropriate medical support/attention and treatment is given to children for all but minor injuries.
9. To keep parents and carers fully informed and involved if their child has been given first aid treatment.
10. To ensure that administering first aid follows the school's Risk Assessment adapted from the Bolton Council Template

### **Strategies**

1. To seek qualified medical and emergency assistance quickly for all but minor injuries – using the 'better safe than sorry' principle and always erring on the cautious i.e. if there is any doubt – seek qualified medical/emergency service (999) support or arrange for the child to be escorted to the nearest casualty facility.
2. If an injury is sustained whilst the child is on a visit or other off site activity, the senior member of staff present must notify the school as soon as the child's needs are met.
3. To have members of staff who have undertaken appropriate first aid training available at all times on site and where possible, when children are on visits.
4. To have appropriate first aid equipment available on site at all times.
5. To have portable first aid kits to accompany them, when pupils are off site.
6. To provide access to certified first aid training and updated first aid training for members of staff.
7. For staff to undertake first aid training with as many trained as paediatric first aid qualifications as possible and all with emergency first aid training at least every two years.
8. To have effective 'quick contact arrangements' to involve parents as early as possible if their child needs medical assessment/treatment.
9. To notify parents at least in writing, using the school accident report slip, of any injury that their child has suffered. and should be done on the same day that the injury was received. It is preferable to make a telephone call to the parents to inform them of first aid treatment. Parents may be given the option to come to school to assess whether they wish to take their child for further treatment. This must always be done for any head injury.
10. To enter the details of the accident/injury and the treatment given, in the school accident injury register.
11. To use the appropriate health and safety direction as outlined in the school's Risk Assessment that has been adapted from the Bolton Council template
12. To implement the suggested guidelines in Appendix A regarding hot weather.

### **Outcomes**

Children and adults in this school will be kept safe but on the rare occasion when they need first aid treatment, the school will see that appropriate treatment is given by members of staff with appropriate levels of training and knowledge of first aid . Where medical and emergency treatment is needed, medical help will be sought quickly. All staff will carry out their duty of care professionally at all times and parents will be kept fully informed if their child has needed first aid treatment.

**Adopted by the Governing Body** November 2024

**To be reviewed** November 2025

## Appendix A

Should we experience any days of extreme hot weather school needs to consider how can we help to keep children cool?

We will:-

Ensure that water is available and that they take regular sips throughout the day.

- Keep the room cool by:
  - Turning off lights and using the summer light the room
  - Closing blinds
  - Open windows to allow fresh air to circulate
  - Put a fan facing out the window. Despite the temptation to point it in our direction this tactic should expel the hot air from the classroom and let fresh air circulate inside the room.
- Restrict time outside avoiding times when the sun is at its hottest. If this is not possible ensure that the children play in a shaded area and limit physical activity – especially football.
- Relax dress code and ensure parents bring in sun hats.

It is the schools responsibility to ensure the health and safety of all pupils whilst in their care. Under The Health and Safety (First Aid) Regulations 1981 school will implement first aid policies and procedures.

### **Can we apply sunscreen?**

Parents are encouraged to apply long lasting suncream at the beginning of the day. Children are allowed to bring sun cream (clearly labelled with a name), for personal use only, that can be applied by the child themselves with minimum supervision, as long as this has been discussed with their teacher.

### **Who is responsible?**

Generally parents/guardians/carers have prime responsibility towards their child's welfare and health and safety. It is, however, the schools responsibility to ensure that pupils are protected in accordance with health and safety legislation and that school staff comply with our own policies and procedures.

The Health and Safety (First Aid) Regulation 1981 requires workplaces to implement first aid policies and procedures. However, providing suncream is costly, so asking pupils to apply their own is the option for all concerned.

Staff who work with young children and/or children with special educational needs may apply sunscreen, in consultation with the head teacher and the governing body. However, they are not obliged to do so and may refuse following advice from their unions.

Schools will take a proactive approach with parents and staff by advocating appropriate clothing, hats and adequate time in the shade as preventative measures, in addition to the use of sunscreen.

### **What school will watch out for**

Complaints could ensue from applying sunscreen to pupils – from allegations of abuse to allergic reactions. Schools will seek permission to apply sunscreen from parents to minimise such complaints.