



CALDER LODGE SCHOOL

FIRST AID POLICY

It is the policy of Calder Lodge School that there should be adequate and appropriate equipment, facilities and trained personnel to provide first aid within the school.

First aid provision is available at all times while people are on the school premises, and also off the premises whilst on school visits.

Calder Lodge School exceeds the minimum first aid provision suggested in the DfEE "Guidance on First Aid for Schools".

The school provides suitably stocked first aid containers in:

- Medical Room.
- School Office.
- Kitchen Areas.
- Staff Room.

There is also an emergency eyewash kit and body fluid disposal kit kept in the Medical Room.

Before undertaking any off-site activities first aid provision is considered and first aid kits are kept in the minibuses.

All first aid containers are marked with a white cross on a green background. The first aid container in the medical room is equipped with the following items:

1. Guidance Leaflet.
2. Contents List.
3. Medium Sterile Dressings.
4. Large Sterile Dressings.
5. Triangular Bandages.
6. Safety Pins.
7. Sterile Eyepads.
8. Waterproof Plasters.
9. Sterile Saline Strips.
10. Microporous Tape.
11. Nitrile Gloves.
12. Sterile Finger Dressings.
13. Resuscitation Face Shields.

14. Foil Blankets.
15. Hydrogel Burn Dressings.
16. Scissors.
17. Conforming Bandages.

The school also holds eye irrigation sterile wash pods, burn gel, face shields or revive aid and ice packs.

First Aid boxes are checked weekly by designated staff member.

Staff trained in first aid are always available in school. The senior first aider is a member of the SLT. The Head Teacher carries the responsibility for informing the school community of the first aid arrangements. In consultation with the trained first aiders he will decide the level of medical treatment required e.g. hospital visit. In the event of a head injury the pupil will always attend hospital. Contact will be made with the pupil's parent / carer to inform them of the situation and whether the pupil has been taken to hospital. Where possible pupils will be accompanied.

Details of first aid personnel and where they are to be found are displayed in the medical room, staff room and school office. Trained members of staff are Mr Creed, Mr P Turner, Ms K Foster and Ms R Fleming.

Staff take precautions to avoid infections and follow basic hygiene procedures. They have access to single-use disposable gloves and hand washing facilities and take great care when dealing with blood or body fluids and disposing of dressings or equipment.

On admission, pupils medical history is ascertained and any significant issues are identified e.g. if a pupil is asthmatic, arrangements are put in place, including an asthma action plan. Parental consent is always sought for emergency medical treatment.

Whenever pupils are off-site engaging in adventurous activities a first aider accompanies the group.

Calder Lodge School has a procedure which records all accidents, and provides the reporting of fatal or serious accidents, injuries etc to the Health and Safety Executive and to the directors of Calder Lodge Ltd.

The school records any first aid treatment given on-site and retains records for inspection, on file. Emergency contact numbers and consent forms for medical treatment are obtained for all young people. Parents / carers are informed of significant incidents in writing.

First aid arrangements are the subject of regular and systematic checks.

