

ABBOTSHOLME

AN EDUCATION FOR LIFE

Medical – First Aid

This policy applies to all pupils in the school.

First Aid Policy & Accident Reporting

All Staff are expected to use their best endeavours to secure the welfare and safety of all pupils. First Aid will be administered in a timely and competent manner. Staff should take precautions by wearing disposable gloves to prevent the spread of infection or when dealing with blood or bodily fluids.

Many of the staff are qualified in basic first aid and qualifications are updated every three years. The majority of staff in the EYFS stage have a paediatric first aid qualification. Most residential boarding house staff have a first aid qualification. After school, when pupils are present, there is always at least one qualified first aider on site. A full list of staff qualified in first aid is maintained by the EVC.

First aid boxes are located in strategic and named places around the school and in each minibus. The Health Centre staff check the contents of these regularly. Staff also advise the health centre if stocks are required.

Location of First Aid boxes

- Health Centre
- Kitchen
- Science Department
- Equestrian Area
- Reddie Hall (Sports Area)
- Technology Department
- Food Technology
- Snell Building
- Outdoor Education office
- Art Department
- All boarding houses
- Pre Prep

For more detailed EYFS medical procedures see EYFS policies on the school web site.

Medical PASS lists may need to be discussed with the Health Centre before an out of school activity as advised by the Educational Visits Co-ordinator.

INDEPENDENT BOARDING AND DAY SCHOOL FOR BOYS AND GIRLS AGED 2 – 18

Abbotsholme School, Rocester, Uttoxeter, Staffordshire, ST14 5BS: Telephone 01889 590217: Headmaster Mr S M F Ruscoe-Price

Telephone: +44(0)1889 590217 enquiries@abbotsholme.co.uk www.abbotsholme.co.uk

Registered in England No. 11250194 • Registered Office: Abbotsholme School, Rocester, Uttoxeter, Staffordshire ST14 5BS

Reviewed by HH, School Health Advisor on 06/01/2023

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Any staff concerned about a pupil's medical treatment must ask at the Health Centre, who will give appropriate guidance.

First Aid Procedure

On the school premises during the day

When a child sustains an injury the initial care can be started in that area e.g. a burnt finger can be placed under a cold tap in the cookery room, a cut can be covered in CDT.

The child, if able, should then be escorted (if appropriate) to the school Health Centre. If the child is unable to do this the nurse must be called to the injured child.

The injured child will then be dealt with in an appropriate manner which may include calling an ambulance.

In boarding houses

Each house has its own first aid kit and emergency asthma pack.

When a child sustains an injury they must see their houseparent or the person on duty at that time. First Aid will be administered in a timely and competent manner. If the injury requires more attention than the person in charge can give or if there is any doubt whether further care is required, then the injured child should be taken to Accident and Emergency or advice could be sought from the school Medical Practice. The telephone number is (01889) 590208; you may be advised to call 111. The house parent will also inform the parent(s) as appropriate if an A & E trip is necessary.

In EYFS Stage

See EYFS Policies

Accidents

Accident Reporting: also see Health and Safety policies.

All accidents, whether or not they result in injury, should be reported and an online form completed within 24 hours, by the member of staff witnessing the accident or on duty at the time.

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Serious accidents must be reported immediately to the Health Advisor and Ray Morrison, who will liaise with the Health and Safety Executive under RIDDOR rules. All school sponsored or authorised activities away from school come within the above.

Parents will be informed if their child is injured. If necessary, they will be taken to the doctors or hospital, and the child will be accompanied. The school nurse will inform parents of head injuries, where deemed appropriate. In the case of EYFS children parents will be informed of any accident or injury as soon as is practicable and of the treatment given.

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