

# ABBOTSHOLME

## AN EDUCATION FOR LIFE

### Medical – First Aid

This policy applies to all pupils in the school.

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. Residential boarding house staff all have a first aid qualification and can be called upon to provide first aid at a time of need. 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 HR.

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

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 person sustains an injury the initial care should be started in that area e.g. a burnt finger can be placed under a cold tap in the cookery room etc.

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

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Reviewed by HH, School Health Advisor on 29/01/2024

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

The injured person will then be dealt with in an appropriate manner which may include calling an ambulance, family, line managers etc.

### **In boarding houses**

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

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.

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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