



## First Aid Policy

**This document has been produced in conjunction with the School's Health and Safety Policy.**

### **Aims of the Policy**

The School acknowledge their responsibility to ensure the safety of their pupils, staff and visitors whilst on the school site, or during any off-site activity arranged by the school.

The School will comply with the Health and Safety (First Aid) Regulations 1981 by ensuring that adequate and appropriate equipment, facilities and qualified first aid personnel are provided and available.

### **Objectives**

The school will ensure that:-

The appropriate number of first aiders / appointed persons required to meet the needs for the school are identified and that they receive the relevant training. This will include follow up and refresher training.

Adequate and appropriate equipment and facilities are provided.

The appropriate first aid arrangements are in place for off-site activities / trips.

The necessary first aid arrangements are in place for out of school hours, e.g. before and after school clubs, lettings, parents evenings etc.

Staff and parents are informed and aware of the school's first aid arrangements.

Records of all accidents / incidents are filed and where required, reported to the appropriate authorities. All head injuries will be reported to parents by letter.

### **Arrangements**

The school recognise that the Health and Safety (First Aid) Regulations set out specific requirements for employees; however, there remains a clear duty of care for the pupils within the school, which can only be provided by allocating a sufficient number of appropriately trained first aid staff. The school have carried out a suitable and sufficient risk assessment to ensure a safe working environment for everyone within the school.

The school will consider the needs of all persons including those with special dietary requirements, allergies and any specific medical conditions; the school will ensure that any additional controls are implemented where necessary.

Reviewed: Nov 2020

Next review date: Nov 2022

# Downholland Haskayne CE Primary School



Staff with a responsibility for first aid will be trained to the appropriate levels. This will include Paediatric First Aid and Emergency First Aid at Work for Schools.

Details of current trained first aiders are displayed in the staff room and office to advise all staff, pupils and visitors who they should report to should treatment be required.

## **Monitoring and Review**

The policy will be monitored for effectiveness and reviewed at least every two years. Additional checks and audits may take place to ensure that the systems and procedures are satisfactory and are being followed by staff.

Reviewed: Nov 2020

Next review date: Nov 2022