

# FIRST AID AND MEDICAL POLICY

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Senior Leadership Team Lead	J. Arnold
Date of Adoption	January 2020
Review Frequency	As required

## First Aid and Medical Policy and Procedures

### **Introduction**

Waseley Hills High School has established this policy, which meets all the legal requirements for carrying out First Aid support to staff and pupils, and for visitors or contractors while they are on school premises, and for the administration of Medication to pupils that may be required during school hours.

The Education (School Premises) Regulations 1999 require every maintained school to have accommodation in which staff and pupils who are sick may be cared for during school hours. Our Medical Room is located in the Student Support area on the first floor in J Block. First Aid equipment and supplies are available in the Medical Room, as well as being available in all main buildings and high risk areas.

The SENCO has the delegated responsibility for the First Aid and Medical provision at school. The day to day management is carried out by the Safeguarding Officer, and the co-ordination by the First Aid Administrator, in accordance with the school's First Aid and Medical Policy.

In Compliance with the Education (School Premises) Regulations 1996, the Safeguarding Officer will ensure that the Medical Room and its facilities are available for first aid treatment. (See Appendix 1)

### **Safeguarding Officer**

The Safeguarding Officer has overall responsibility for all safeguarding matters relating to pupils. This also includes the overall management of the first aid and medical aspects for staff, and pupils, and the responsibility for visitors while they are on school premises, and for the administration of medication required during school hours.

To be responsible for:

- Liaising with previous schools to ensure that new pupil medical information is made available as soon as possible (this is provided by the Asst. Head teacher following his Transition Meetings).
- To arrange where students have a need for a Health Care Plan (HCP) for this to be completed by parents and be provided to school.
- To ensure that all confidential medical information and records are kept secure and are up to date (now recorded on SIMS).
- Ensuring that all accidents/incidents are recorded in the appropriate accident/incident books for staff, pupils and visitors.
- Advising the Headteacher about potential RIDDOR incidents that need reporting.
- Ensuring that the Medical Room is kept in good working order.
- That the equipment and supplies are available and kept in good working order

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- Providing a rota of qualified First Aiders to provide day-to-day cover for the Medical Room.
- In consultation with the SENCO and LJ updating the school's first aid and medical policy and procedures
- Working, and liaising, with the First Aid Administrator on all first aid and medical aspects.

### **First Aid Administrator**

The First Aid Administrator is required to be competent in the understanding of First Aid and to be a qualified first aider. This responsibility is currently held by the Lisa Jack (L J).

To be responsible for:

- Maintaining and updating confidential pupil list for allergies and medical conditions
- Maintaining the medical first aid kits held
- Controlling medical supplies stock levels
- Providing a health form list for school trips (list provided by Trip Admin)
- To ensure that all confidential medical information and records is secured and up to date.
- To ensure that information from the HCP is loaded onto the SIMS system.
- To distribute HCP to the Medical room, SENCO, Admin staff and on display in the staff room
- To ensure that the first aid training for qualified staff, and new appointed first aiders, is kept up to date and to monitor specific training needs
- Booking staff on appropriate and approved courses at least a month in advance when required
- To carry out a monitoring inspection of all first aid kits at least once per term, particularly the Medical room, and to order replacement items in bulk.
- To deal with orders from first aiders when the items in the first aid kits have been used regularly and stocks have been depleted
- Replenish all first aid kits when required, including those used for Events and Trips and the one in the school Minibus.
- Ensuring that first aid signs are displayed throughout the school providing the following Information: name of employees with First Aid qualifications and the location of First Aid boxes

### **Appointment of First Aiders**

The Headteacher has appointed First Aiders at school, who work full time Monday to Friday between the hours of 8.30 am – 5pm. A list of appointed First Aiders and their contact

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telephone numbers are situated around the school. The appointed First Aiders must complete an initial three day course and a two day renewal course every three years from a recognised training provider, to ensure accurate and up to date skills. As well as this mandatory training, WHHS provides a biennial first aid review of emergency first aid training.

### **The First Aiders:**

First Aiders are to support staff and pupils and are required to:

- In addition to meeting the statutory requirements, the appointed First Aiders will also provide first aid for staff and pupils.
- To be responsible for non-employees while they are on school premises.
- Take charge when anyone is injured or becomes ill.
- Provide first aid assistance as required in case of illness, or injury, in accordance with school policies and procedures.
- When treating pupils contact parents to advise whether a pupil is to be treated in hospital, or should be sent home, or requires to be collected.
- Administer medication to pupils when required in accordance with school policy and procedures and good practice.
- Ensure that an ambulance or other professional medical help is summoned when necessary.
- Complete the relevant paperwork immediately after any treatment for staff and pupils.

### **Record of Nominated and Qualified First Aiders**

The first aid administrator is required to provide an up to date record showing the details of the nominated and qualified first aiders such as: Name, Area of cover, Telephone number, type of qualification and expiry/renewal date. (See Appendix 3 for details)

So that current qualified first aiders, who would require refresher courses, are booked onto the appropriate course at least one month before their current qualification runs out.

### **Equipment and Facilities**

WHHS provides a fully stocked Medical Room (See appendix 2) for the assessment and treatment of illnesses and injuries for pupils and staff. Satellite First Aid containers are located around the school in the following locations: Every Science Lab (x7), Gymnasium, Library, Medical Room, Design Technology, Art, Admin., Canteen, Staff Room, and the school Minibus. A number of separate first aid kits are available to accompany staff and pupils when on Events and Trips.

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### **Events and Trips**

Ideally a qualified first aider should accompany a school event and trip; however this may not always be practical. When a school trip is planned first aid kits are also available and will be collected by the Trip Organiser from office Event and Trip administration staff prior to the event or trip. Office staff provides the Trip Organiser with copies of relevant HCP for pupils who are on the trip.

There are five small kits for short journeys and for overnight/residential events there are two larger kits available to cover all eventualities. For longer, or activity type events, the larger kits will automatically be supplied. All kits are kept in the Admin Office. These will be kept separately and securely by the trip leader in charge of the trip.

Where items from the kits are used for accidents and injuries for both staff, and pupils, these must be recorded on the appropriate accident/incident form. When items have been used the Trip Organiser needs to inform admin staff on their return so that the items can be replenished.

### **Information on First Aid and Medical Arrangements**

The SENCO will provide employees at WHHS with information on how to access to an electronic copy of this Policy and Procedure to ensure that they know how to obtain this information. This document can be found on the staff shared drive under school policies, Health and Safety, which includes:

- The arrangements for recording and reporting accidents/incidents for staff, pupils and visitors
- The arrangements for first aid and medical treatment
- Employees with qualifications in first aid
- The location of the First Aid kits around the school
- The location of first aid kits available for all events and trips or other activities

### **Accident Reporting**

#### RIDDOR

All staff are required to be aware of the statutory duty under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulation 1995 (RIDDOR) in respect of reporting the following to the Health and Safety Executive which applies to all employees.

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Accidents will be reported when:

- An accident that involves a member of staff being in-capacitated from work for more than three consecutive days (excluding the day of the accident, but including non-working days)
- An accident that requires admittance to hospital for in excess of 24 hours
- Death of a member of staff
- Major injury such as fracture, amputation dislocation of shoulder, hip or knee or spine

For pupils, and visitors, an accident/incident will only be reported under RIDDOR:

- When it is related to work being carried out by a non member of staff or a contractor and the accident results in death or major injury
- Where it is related to work being carried out by an employee
- For an accident in school which requires immediate emergency medical treatment at hospital

For pupils accidents/incidents are reported as follows:

- Injuries are recorded initially in the Medical Record
- Where applicable the member of staff discovering/witnessing the accident /incident is required to complete a Pupil Accident Form (PAF01) held in the Medical Room.
- The PAF 01 has to be signed and dated by the Headteacher.
- Original sent to WCC and a copy retained for school records in the main office.
- All injuries are updated on the pupil's notes on the SIMS management information system.
- All accidents/incidents are recorded for the safety and protection of the pupils, and the school.
- In cases where pupils are injured, but not sent home, a courtesy phone call is made to the parent/guardian.

### **Advice to Parents**

Pupils should not be sent into school if they have a raised temperature, diarrhoea or vomiting in the last 24 hours.

Records of general illness are recorded daily on sheets held in the Medical Room, from which the MIS (SIMS) is updated.

'Advice to Parents' on first aid issues is contained in Appendix 2 below.

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### **Medication**

Legally schools are not compelled to administer medication to pupils because of the risks involved and possible legal consequences. However, it is WHHS policy, wherever possible, to work in partnership with parents/guardians pupils and governors by allowing the safe administration of medicines during school hours by the appointed First Aiders.

WHHS believes that to allow pupils to receive medication in school will help minimize the risk of disruption to their education brought about by early return to home or by performing below expectation in class due to feeling unwell. Only drugs kept in the medical room which are supplied by parents/carers and accompanied by a signed consent will apply.

The medications will only be administered to pupils if:

- Prior written permission has been given by the pupil's parents/guardians, via completed pupil medical forms
- Allergies are recorded on the pupil files and a photo list of pupils with allergies is displayed on the inside of the medical door in the medical room.
- Copies of this list are also displayed in the Staff Room and the Medical Room. Any medication administered will be recorded by the First Aider on the daily record sheets held in the Medical Room, which will then be put onto the MIS system.

### **Pupil's Own Medication**

If pupils take regular medication during the school hours, they are permitted to bring in a small amount of the medication to be administered at the appropriate time under medical supervision. These medications are to be kept in a locked storage cupboard in the Medical Room. Each pupil has allocated a small container, clearly labelled, where their medication is kept, to avoid confusion and mistakes occurring with storage and administration. Pupils are required to collect unused medicine from staff at the end of the school day.

Each Epi-pen for pupils is stored within the Medical Room in a transparent box with a lid and clearly labelled with the pupil's name on it and a copy of the pupil's medical record.

Any medication brought from home, should be labelled correctly with the pupil's name, retain the pharmacist's label, and recoded and secured in the Medical room.

The pupil's parent/guardian must provide a letter to the school confirming;

- The name of the medication
- The reason for the medication
- How long the pupil will be on the medication
- How often it is required to be given in school

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- What time it should be given
- Any special instructions – e.g. before or after food etc.

This letter will be kept with the pupil's medical records to safeguard the pupil and for legal reasons. During the administration period of a pupil's medication, any changes to the dosage or requirement must be put in writing to the school by the parent / guardian of the pupil of concern.

### **Staff Responsibilities**

Staff at school, are not obliged to administer medication to pupils. However those trained in first aid may be called upon to administer basic medications (that they are confident in administering). All other teaching and support staff are unlikely to be required to give out medicines but they should be made aware that a pupil is taking medication so they can look out for side effects. All teachers and other staff will need to be aware of emergency procedures and their general duties under the policy. They should also have sufficient information provided by parents or health professionals to allow them to deal with the needs of individual pupils.

### **Disposal of Medication**

Tablets and capsules are occasionally dropped on the floor or spat out. Under no circumstances should it be flushed down the toilet or thrown in the bin in the medical room. Instead each tablet should be sealed and folded in an envelope or small container and disposed of safely in a staff toilet bin or staff room bin.

A pupil's own medication where the pupil has left the school, or ceased to need the drug, or it has expired, should be returned to the pupil's parent via the First Aider Administrator and not via the pupil. If this is not possible it can be taken to any pharmacy for disposal.

### **Medication Administration Errors**

Where a dose has been given too early, or too large a dose has been given, it is important that the pupil is monitored for any reactions and medical advice is sought immediately.

It is vital that the pupil's medical file on SIMS is updated with the details of the occurrence and it is entered in the incident book. Parents should be contacted and the mistake explained to them and the Headteacher must be informed.

### **Medicines and the Law**

There are a number of relevant laws that affect the way you deal with medicines in schools.

Disability Discrimination Act 1995 (as amended by the SEN and Disability Act 2001)

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Makes it a requirement for schools not to unjustifiably discriminate against pupils with disabilities, which includes those with medical needs.

### Health and Safety at Work Act 1974 and Management of Health and Safety at Work Regulations 1999

School managers have a responsibility to ensure that safety measures are in place to cover the needs of all staff, visitors, and pupils in the school. This may mean conducting risk assessments and making special provision for pupils with particular health needs.

### Control of Substances Hazardous to Health Regulations 2002

COSHH covers the use and storage of hazardous substances and some medicines fall into this category.

### Medicines Act 1968

This covers all aspects of the supply and administration of medicines. It allows any adult to administer a medicine to a third party as long as they have consent and administration is in accordance with the prescriber's instruction. This includes the administration of some forms of injection (with appropriate training).

### Misuse of Drugs Act 1971.

This act and its associated regulations cover the supply, administration, and storage of controlled drugs. At times schools may have a pupil who has been prescribed a controlled drug.

### Treating a sick or injured pupil

For their own protection and the protection of the casualty and staff who administer first aid, the following precautions should be taken:

- Verbal consent must be obtained from each pupil before any assessment or first aid treatment is delivered
- Should a pupil refuse treatment – careful documentation should be made of this fact in the pupil's medical records and if a first aider feels the injury/illness really warrants treatment then the parents should be contacted to inform them of the situation
- Pupils shall be treated with tact and understanding and their privacy shall be respected at all times
- Any concerns about old injuries notices on a pupil's body or disclosures by a pupil of abuse of any type must be reported to the Designated Safeguarding Officer as soon as possible (See Pupil Protection & Safeguarding Policy)
- Careful hand-washing before and after each casualty should be adhered to
- When dealing with any bodily fluids gloves must be worn where ever possible
- All material contaminated with blood or other bodily fluids should be disposed of in the yellow hazard bin in the Medical room and not in domestic bins

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- All first aid given should be carefully documented on the daily medical sheets and then entered onto the SIMS system. The SIMS system should be updated weekly. Documentation should include the First Aider's name, pupil's name, complaint, symptoms, all treatment given, and any review that is carried out afterwards.

### **Pupils with Significant Medical Conditions**

Pupils with significant medical conditions are listed (HCP) with photographs the Medical room. All staff are made fully aware of all significant medical conditions at staff training on INSET day one each September.

### **Care of the sick or injured pupil**

Any pupil who is too unwell to be in class should be observed for a maximum of half an hour in the medical room of the school.

They can sit quietly, this time allows:

- Any medication that has been given a chance to take effect and additional medication to be given if needed
- Re-assessment of any injury and the pupil's ability to use the injured body part
- Close monitoring for any gradual improvement or deterioration in a pupil's mood and general level of perkiness

### **Sending a pupil home**

If after half an hour, despite the treatment given there is no improvement or the pupil's condition has deteriorated, then a parent/guardian must be called to collect the pupil.

Options available to the parent/guardian are

- Collect the pupil themselves.
- Get a friend/other family member to collect.
- On **NO ACCOUNT** should any un-well pupil be allowed to travel home unescorted on public transport?

### **Non-Critical hospital treatment**

Where non-critical hospital treatment is required, contact the parent/guardian, explain the situation, and request that they take over the responsibility of the pupil and discuss the most appropriate course of action.

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If, in very rare circumstance, a member of staff needs to make arrangements, with parent/guardian consent, for transporting a pupil independently, then the following points must be adhered to:

- Only the school minibus is to be used if available.
- A first aider if available may accompany a pupil in a vehicle to the hospital and a second member of staff driving the minibus
- Ideally the first aider should not be the driver so that they can be available to monitor the injured pupil.
- Staff **MUST NOT** use their own cars to transport pupils to hospital unless it is an emergency

### **Emergency treatment required**

There may be occasions where a pupil needs emergency medical attention if the condition is not covered by the First Aid procedures above then the following checklist should be followed:

- Dial 999 and give information of the injury or illness
- Stay with the pupil throughout to constantly monitor their condition
- Inform Headteacher
- Ask someone to ensure entrances are clear for the ambulance arrival and to direct the ambulance to the scene of the accident
- Contact parents and inform them what has happened and which hospital to go to. (The ambulance would take a casualty to a local A&E treatment centre unless told otherwise)
- A photocopy of the up to date medical form to be taken to the hospital with the pupil, which is kept on the pupil's file.
- Ask someone to gather together all the pupil's belongings and ensure they are returned to the pupil

Note that the First Aider, or a member of staff, **must** accompany the pupil to hospital for moral support and reassurance, and stay with the pupil until the parent/guardian arrives to take over.

### **Anaphylaxis or severe allergic reaction**

Staff should immediately commence the standard allergy emergency protocol detailed below:

- Sit the pupil in a comfortable position and stay with them and remain calm to reassure them
- Send another pupil to get an Appointed First Aider – ensure that the Appointed First Aider is told that the emergency is an allergic reaction
- The appointed First Aider should collect the pupils Epi-Pen from the Medical Room and the liquid Piriton from the medical cupboard and go immediately to the pupil.

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- An ambulance must be called if an Epi-Pen has been used – even if it has successfully relieved the symptoms

### **Suspected asthma attack**

Staff should immediately commence the **standard asthma emergency protocol** detailed below:

- Sit the pupil upright and slightly leaning forward over a desk/ back of chair or cushion.
- Stay with the student and remain calm to reassure them (anxiety can make their breathing worse).
- Send another pupil to get a First Aider – ensure that the First Aider is told that the emergency is an asthma attack.
- A First Aider should collect the pupil's inhaler (or any blue inhaler in an emergency) & an aero chamber/spacer and take them to the pupil.

If using:

- The inhaler alone: Shake the blue reliever inhaler and ask the pupil to take one puff and hold their breath for up to the count of 10. Repeat this one more time. (if they are struggling please just use a spacer - it makes it easier to get the medication into the lungs)
- A spacer or aero-chamber: Shake the puffer and place in the end of the spacer, get the pupil to take the mouthpiece into their mouth and give 4 separate puffs through the spacer.

Use one puff at a time and ask the pupil to take 5 breaths from the spacer after each puff. Wait 5 minutes if there is no improvement repeat. If still no improvement after a further 5 minutes - call an ambulance immediately (dial 999) and state clearly that the pupil is “having an asthma attack”.

Continuously repeat above, where necessary, whilst waiting for an ambulance. A member of staff should always go with any pupil needing transferring to hospital via an ambulance.

### **Review of First Aid and Medical Policy and Procedure**

This policy and procedure, like all school documents are reviewed normally annually. The issue date is located in the bottom RH corner of each page.

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### Appendix 1

#### THE MEDICAL ROOM

The medical room is required to contain the following:

- Sink with hot & cold running water
- Soap & anti-bacterial hand gel
- Paper Towels
- Drinking water & cups for taking oral medication
- A range of first aid equipment including a wheelchair, a second is located in the Reception Disabled toilet
- A small fridge for storing medicines and ice packs
- A lockable cabinet for storing medication
- A bed with pillow and blankets
- Suitable clinical waste disposal unit & a regular waste disposal unit
- Supply of Accident/Incident Forms and record-keeping facilities – written & computerised
- Spare pupil Epi-Pens may be held in the medical cupboard
- Instructions for pupils with allergies, asthmatic problems, and Epi-Pen users are available in the locked cupboard.
- List of items held in the medical room.

#### Items held in the medical cupboard

- Sanitary towels and tampons
- Extra vomit bags
- Biohazard spillage cleanup kit (bright yellow plastic case)
- Pupil medicines suitably marked with full details of user and usage.
- Epi-Pens
- Medical kit
- List of contents

The contents of the medical cupboard are to complement the items held in the medical kit and, where required, additional medical supplies that require secure storage.

#### Heat packs

Heat packs are kept under the sink in the Medical room. Pupils should always be supervised whilst using them.

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### Icepacks

Ice packs are kept in the cupboard, or the fridge. All ice packs must have a cover on them when used and pupils should always be supervised whilst using them.

### First Aid Kits

First Aid kits are held in the Medical Room and in a number of other locations where they may be required, such as: Science Lab (x7), Gymnasium, Library, Design Technology, Art, Admin., Canteen, Staff Room and in the school Minibus.

### Contents of Medical Kits

The medical kits will contain a minimum of;

- 2 pairs of disposable gloves
- 1 sterile eye pad,
- 1 disposable bandage,
- 1 triangle bandage,
- 10 antiseptic wipes
- 2 crepe bandages – 1x5cm width, 1x7.5cm width,
- 1 medium sterile dressing
- 10 plasters
- 1 large sterile dressing

### Events and Trips

When staff take pupils on events and trips they are required to consider whether there is a need to take a medical kit. If there is a need then the number of kits required would be dependant on the number of pupils involved and the number of vehicles.

### School Minibus

Where the school minibus is used it may be necessary to carry a school medical kit to supplement the first aid kit provided with the Minibus, not replace it. The minibus first aid kit is restricted in its contents; see inside lid for table of contents. The contents of the minibus first aid kit is to be checked and replenished by the First Aid Administrator in the same manner as all other school first aid kits.

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Appendix 2

### Advice to Parents

#### Coughs and Colds

At some time or other we all get coughs and colds and on the whole there is no reason to keep your child off school. The only exceptions are if they have a raised temperature or if you think he/she looks too unwell to attend school.

#### Diarrhoea and Vomiting

If your child has diarrhoea and/or vomiting please do not send to school for 24hrs after the last symptom has fully subsided. This ensures that the infection has passed and allows your child time to recover. Should your child develop diarrhoea and vomiting while at school they will automatically be sent straight home.

#### Norovirus (winter vomiting bug)

This is highly contagious, with symptoms as above. Your child should be kept away from school for 72 hours after the last symptom.

#### Head Lice

Where this is suspected you need to check your child's hair on a 2 weekly basis. A quick check along the hairline at the nape of the neck and behind the ears is usually all that is needed as these are the commonest areas of the head to find lice. If you do find head lice please do not send your child to school until they have had the initial shampoo treatment and inform the school as soon as possible.

#### Verruclas and Athlete's Foot

Please check your child's feet regularly for signs of cracks between the toes (athlete's foot) or small cauliflower-like swellings anywhere on the sole of the foot (Verruclas.) Such infections spread quickly and thrive in warm and moist conditions such as changing rooms, trainers, socks, and damp towels. Please ensure that your child always brings their own PE kit to school so that they do not share kit. If you suspect your child has any of these infections please ensure they wear a protective sock while swimming.

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### Chicken Pox

Due to its long incubation period we do occasionally have outbreaks of chicken pox in the school. If you think your child has chicken pox please contact the school immediately. They should not return to school until **all** the blisters have dried into a scab, this usually takes about 5 to 7 days.

### Coronavirus (CO-VID19)

The most important symptoms of coronavirus (COVID-19) are recent onset of any of the following:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

For most children, coronavirus (COVID-19) will be a mild illness. However, if a child has any of the symptoms above they must stay at home and arrange to have a test to see if they have COVID-19.

If a child has symptoms of coronavirus (COVID-19), however mild, OR has received a positive coronavirus (COVID-19) test result, the clear medical advice is to immediately self-isolate at home for at least 7 days from when symptoms started. Do not go to a GP surgery, pharmacy or hospital. Parents/carers should arrange to have a test to confirm COVID-19.

Following a positive test result, parents will receive a request by text, email or phone to log into the NHS Test and Trace service website and provide information about recent close contacts.

After 7 days, or longer, if the child still has symptoms other than cough or loss of sense of smell/taste, you must continue to self-isolate until the child feel better.

If a child has symptoms of coronavirus (COVID-19), then they must stay at home for at least 7 days. All other household members who remain well must stay at home and not leave the house for 14 days. The 14-day period starts from the day when the first person in the household became ill.

### Antibiotics

Should your child be unwell and need antibiotics please keep them at home for the first 24 hours to allow the antibiotics to work. After that there is no reason why they should not return to school as normal, providing you feel they are well enough.



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### **Medication**

If your child needs to be given medicine during school time then please provide a letter clearly stating what the medicine is and what it is treating, what time it is to be given and how much is needed. The medicine and authorisation letter should be given to the Head of House at the beginning of school to be distributed as required and a copy made available to the Medical Room. Without a letter of authority from a parent/guardian the medication cannot be given to your child.

### **Days Off School**

If you feel that your child is too ill to attend school then please ring the school office first thing each day to inform and update us on their condition. On return to school please provide a letter of explanation to the Head of House.

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### Nominated First Aiders

<i>Name</i>	<i>Area</i>	<i>Telephone No</i>	<i>Type of Qualification</i>	<i>Expiry / Renewal Date</i>
Kim Kilgallen	Business Sixth Form Quad	233	First Aid at Work	01.11.2019 - 31.20.2022
Louise Whitcombe-Troth	Business Sixth Form Quad	229	First Aid at Work	19.01.2017 – 18.01.2020
Sharon Nicholls	Reception Language Block PE Block	200	First Aid at Work	
Hilary Sadler Kelly	Reception Language Block PE Block	215	First Aid at Work	15.01.2018 – 14.11.2021
Tracey Kite	Reception Language Block PE Block	212	Full Paediatric First Aid Course	16.02.2017 – 16.02.2020
Jo Bridgeman	PE Department	230	First Aid at Work	09.04.2019 – 08.04.2022
Sheryl Evitts	Language Block PE Block	240	First Aid at Work	02.05.2019 – 01.05.2022
Sarah Amato	SSC Jubilee MS Block	235	First Aid at Work	26.04.2018 – 25.04.2021
Lisa Jack	All School	234	First Aid at Work	15.01.2018 – 14.11.2021
Sandra Duncan	SSC Jubilee MS Block	212	First Aid at Work	15.01.2018 – 14.11.2021
Wendy Hanna	SSC Jubilee MS Block	212	First Aid at Work	
Leigh McCaffery	SSC Jubilee MS Block	212	Paediatric First Aid	30.06.2017 – 30.06.2020
Linda Smith	Science	224 / 225	First Aid at Work	02.05.2019 – 01.05.2022
Lynn Bowcott	After School Hours	0786 5465 011	First Aid at Work	02.05.2019 – 01.05.2022