



Policy Name: First Aid

General Statement

All school policies are available for parents and prospective parents by contacting St Crispin's School Office on 0116 2707648 or by emailing: enquiries@stcrispins.co.uk

These policies are adapted to cover the whole school from 2-16 and therefore this policy applies to the whole school, including the EYFS. It should be read by parents/staff alongside all the school policies, the School Welcome Pack and the Admission Form and for staff additional information can be found in the St. Crispin's Staff Handbook and their Terms and Conditions of Employment. St Crispin's School is committed to safeguarding and promoting the welfare of pupils and young people and expects all staff and volunteers to share this commitment. It is our aim that all pupils fulfil their potential.

The parents of the children attending St Crispin's School should be aware that the school has a duty to safeguard and promote the welfare of children who are their pupils. This responsibility necessitates a Safeguarding Policy and School may need to share information and work in partnership with other agencies when there are concerns about a child's welfare.

Policy statement

We are able to take action to apply first aid treatment in the event of an accident involving a child or adult. The first aid qualification within the EYFS includes first aid training for infants and young children. We aim to ensure that first aid training is local authority approved and is relevant to adults caring for young children.

At least one person who has a current paediatric first aid certificate is on the premises at all times when children are present, and must accompany children on outings. There is a first aid box accessible at all times with appropriate content for use with children. A written record of accidents or injuries and first aid treatment is kept. To be read in conjunction with First Aid Procedures Guidelines.

Procedures

Our first aid kit is accessible at all times and contains the following items:

- Triangular bandages/sterile dressings
- Composite pack containing plasters
- Sterile eye pads
- Safety pins
- Guidance card as recommended by HSE x 1
- Disposable gloves
- Plastic aprons

Information about who has completed first aid training and the location of the first aid box is provided to all staff and volunteers. Currently we have a number of paediatric first aiders on the premises; this ensures that we always have qualified first aiders on the premises. The First Aiders are responsible for checking and replenishing the first aid box contents and ordering replacements; regular audits are carried out by a nominated member of the first aid team.

The first aid box is easily accessible to adults and is kept out of the reach of children.

In the case of minor injury or accidents, first aid treatment is given by a qualified first aider. Parents will be informed of the accident or injury sustained by the child on the same day as, or as soon as reasonably practicable after, and of any first aid treatment given. In the event of minor injury or accidents, we will normally inform parents when they collect their child, unless the child is unduly upset or we have concerns

about the injury. In which case we will contact the child's parents for clarification of what they would like to do, i.e. whether they wish to collect the child and/or take them to their own GP/hospital.

An ambulance is called for children requiring emergency treatment. We contact parents immediately and inform them of what has happened and where their child has been taken. Parents sign a consent form at registration allowing a member of staff to take their child to the nearest Accident and Emergency unit to be examined, treated or admitted as necessary on the understanding that they have been informed and are on their way to the hospital.

Accidents and injuries are recorded in our accident record log and, where applicable, notified to the Health and Safety Executive, ISI and/or local child protection agencies in line with our Recording and Reporting of Accident and Incidents Policy.

Medication is only administered in line with the 'Administering Medicines policy'.

Legal framework

- Health and Safety (First Aid) Regulations (1981)
- This policy complies with Regulation 3 Welfare, health and safety of pupils, Paragraphs 7(a) and (b) of The Education (Independent School Standards) (England) (Amendment) Regulations, and Paragraph 13 and other relevant and current regulations and any other guidance for Schools and Colleges
- This policy is to be read and understood in conjunction with the Administering Medicines Policy, Recording and Reporting of Accident and Incidents Policy and First Aid Procedure Guidelines and Appendix 1

This School Policy was adopted by St. Crispin's School Limited on:
04.01.13

To be updated: Annually

Reviewed/Updated:

01/11/13, 01/02/15, 05/10/16, 25/01/16, 25/01/17
26/02/18, 27/02/19, 27/02/20, 25/02/21, 24/02/22, 20/03/23, 15/02/24,
20/02/25.

Signed on behalf of the Provider:



Mr. A. Atkin (Headmaster)