

Robertstown National School

First Aid Policy

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First Aid Policy And Procedure

Enrolment Forms:

On our School's Enrolment Form, Parents are requested to inform the school of any medical condition or allergy from which their child may suffer. Relevant information is retained in the Principal's Office and by the Class Teacher. (See also Policy on the Administration of Medicine)

Parents are also asked whether the school has their permission to administer basic first aid to the child in the event of a minor accident.

Basic First Aid:

Only very basic first aid is administered by the school:

Application of antiseptic cream (e.g. Savlon)

Cleansing of a minor cut

Application of a plaster to a minor cut

Under no circumstances should an ice-pack be applied to any head injury, however ice-packs may be applied to any other area of the body.

Application of Waspeze or similar in the event of a sting

Basic first aid is usually administered by a child's Class Teacher, by the School Secretary or by our Classroom Assistant.

Staff are advised to wear disposable surgical gloves when applying first aid.

First Aid Kits:

There is a comprehensive first aid kit in the staffroom. There are also basic first aid kits between every two classrooms and in the Portacabin classroom. (Contents of First Aid Kits are attached)

The names of any pupils who should not receive basic first aid, due to allergy or absence of parental consent, should be listed on the lid of the staffroom first aid kit and that of the relevant classroom.

The upkeep of the First Aid kit is the responsibility of a Special Duties Teacher.

Procedure on Yard Duty:

Most incidents requiring first aid occur in the school yard, where children may have a fall or a collision. The teachers on yard duty decide whether the child requires first aid attention. If so the child is sent with a

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companion to the staffroom, where her Class Teacher or another staff member attends the child. (In the event of a more serious accident, the School's Accident Policy is followed)

If an asthmatic child requires her inhaler while in the yard, the child will be permitted to go to its classroom for it, accompanied by another pupil. Alternatively, two other children will be delegated to fetch the inhaler, while the asthmatic child remains under the teacher's care.

Children in plaster are not generally permitted to be out in the yard unless a parent specifically requests this.

Children on crutches are not permitted on the yard

The corridor outside the Staffroom acts as sick bay during morning and midday breaks. Children are not to be left in classroom.

Parents Contacted:

If any concerns exists regarding the health of child in the event of illness or following even a minor accident at school, Parents will be contacted.

Parents will be contacted if concern exists following a bang on the head or a sprain.

Parents or Guardians will always be contacted immediately in the event of a serious injury. (See Accident Policy and Procedures)

See also:

Administration of medicine

Accident Policy and Procedures

Yard Policy

Dept. of Health Guidelines / First Aid Chart etc

Infection in School (Copy in Principal's Office)