

Equipment

Comprehensive first aid equipment is located in the Medical Room on the wall next to the medicine cabinet at the Coventon Road site. There is a first aid kit in the kitchen area of the Anniversary Building, in the Reception area of the Admin building and in the Laundry/ Medical Room in the Weston Building at the Wendover Road site.

First aid kits for off-site activities are located in each Medical Room and **must** be taken when pupils go off-site and be returned to the medical room when you return from the trip. The school nurse will be responsible for ensuring that the first aid kits are kept stocked.

There is also a first aid kit in the minibus, under the drivers seat.

First aid kits contain the following items:

- (a) A printed card listing the contents and a leaflet giving general guidance on first aid.
- (b) Individually wrapped sterile dressings.
- (c) Sterile eye pads with attachment.
- (d) Triangular bandages (sterile or, if not, with suitable sterile coverings for serious wounds).
- (e) Safety pins.
- (f) Selection of medium, large and extra large sterile un-medicated dressings.
- (g) Where mains tap water is not immediately available at least 900ml of sterile water, or sterile normal saline solution, should be provided.

The contents of the first aid boxes must be clean and dry.

Disposable plastic gloves are also available.

Procedure

In the event of an accident requiring first aid, one of the staff holding current first aid certificates or nursing qualifications should be called.

A list of the persons holding current certificates can be found next to the first aid box in the medical Room and on the attached list.

In the event of an accident or medical emergency, an ambulance will be called, or with parental consent, the child will be conveyed to the Accident and Emergency Department at Stoke Mandeville Hospital, accompanied by a member of staff.

In all instances of medical emergency, parents will be informed and consulted immediately.

Current First Aid Certificate at Work

Coventon Road site: Tracy Baker
 Jan Hunt
 Natalie Harris

Wendover Road site: Rahat Hanif
 Szilvia Kopor
 Jenni Westray
 Shamsa Bahador
 Ross Bonson

Current Paediatric First Aid

Coventon Road site: Amy Bennett Gemma Bone
 Anca Eremia Becca Merrick
 Tori Braithwaite Joanne McCarthy
 Ellie Fenner Jenny Regan
 Hannah Shelton Julia King
 Josie Reeder Helen Knight
 Sarah Wimpenny-Smith Claire Donner
 Celia Burch Barbara Millins
 Sophie Cato Jemma Turner
 Natalie Davies Samantha Mayes

Wendover Road site: Szilvia Kopor Ali Mountfield
 Laurel Allen Amy Bennett
 Sarah McLellan Ali Mountfield
 Claire Adams Nadia Slaouti
 Sarah Hyde Amy Neville
 Katy Read Andrew Robertson
 Lucy Sharpe Luke Thompson
 Karen Walder Sarah Davidge
 Lindsey Bonfield Hannah Shelton
 Rachel Porter (maternity leave) Lindsay Hardy
 Fin O'Driscoll Kristina Grimm
 Yuliya Fenner

Trained Nurses Karen Wood, Sam Gomm

Date: October 2020

Review Date: October 2021

To be reviewed by: Head teacher and school nurse.

We have carefully considered and analysed the impact of this policy on equality and the possible implications for pupils with protected characteristics, as part of our commitment to meet the Public Sector Equality Duty (PSED) requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.