

Equipment

Comprehensive first aid equipment is 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 Room in the Weston Building at the Wendover Road site.

First aid kits for off-site activities are 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 site manager will be responsible for ensuring that the first aid kits are kept stocked.

We have a defibrillator at each site one is in Wendover Road at the main reception the other is at Coventon Road in the nurse treatment room.

There is also a first aid kit in the minibus, under the driver's 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.

Date: October 2025

Review Date: October 2026

To be reviewed by: Headteacher and Head of Operations/Health and Safety Lead

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.