

# OUR LADY QUEEN OF PEACE R.C. PRIMARY SCHOOL



## First Aid Policy

In our school we believe that each person is unique and created to flourish in God's image.

We aspire to excellence through a nurturing environment in which every child takes Jesus Christ as their model and develops their individual gifts so that they live fully and serve others.

## **First Aid**

Safety and well-being are paramount in Our Lady Queen of Peace Primary School. All actions are taken to prevent accidents and to promote good health, both through our PHSCE programme and through our science and other areas of the curriculum. In association with the school nurse, care plans are in place for those children who have a diagnosis which requires specific care and attention in school.

When a child is unwell or suffers an injury, simple First Aid will be applied in school. The school has 6 people trained to administer First Aid, including 3 Paediatric First Aiders. All staff undergo basic first aid training on a rolling programme. When a child sustains an injury or appears unwell, First Aiders assess their condition and act accordingly. If there are concerns parents/carers are advised and if necessary the child goes home or is advised to seek medical help. Where the concern is more significant an ambulance is called and parents/carers are notified.

When the injury is deemed minor, appropriate first aid is administered and the child is given a note for parents/carers outlining the actions taken. When children sustain a bump to the head we endeavour to contact parents/carers and the child is closely observed for signs of deterioration.

## **Medicines**

If a Doctor prescribes medication for a child to be taken during the school day it is administered by a qualified person. We have 2 people who have undertaken training to administer medicine. Only prescribed medicines will be administered, in strict accordance with the prescription. An adult must give and collect medication at the school office and must sign a medication form. Medicines should NEVER be carried on or off the premises by a child.

If a child has a specific medical condition, staff will be trained to administer treatment and a protocol will be put in place. (See Medicines in School Policy.)

## **Asthma Inhalers**

A number of children require medication for asthma. All asthma inhalers and equipment are labelled with the child's name by parents/carers and must then be given to the child's class teacher. Inhalers are kept in the classroom and are available to the child when necessary. Parents must take responsibility for ensuring that the inhaler is in date.

## **Allergies & Epipens**

If a child has an allergy which requires an Epipen, a care plan is put in place and the medication is kept in an individual box containing the protocol, medication and a picture of the child. A copy of the care plan is also kept to the cohort file in the classroom. It is parents/carers are responsible for ensuring that the Epipen is in date. All teaching and support staff are trained to administer an Epipen and refresher training is held bi-annually.

## Illnesses

When a child is ill in school parents/carers will be informed and requested to take the child home. If it is not possible to contact parents/carers a voicemail or text message will be sent, if possible, and the administration staff will continue to try to make contact. The child will be cared for in school until the parent/carer arrives. If there is concern for a child's well-being an ambulance may be called.

### Equality statement

- The governors and staff are committed to providing the full range of opportunities for all pupils, regardless of gender, disability, ethnicity, social, cultural or religious background. All pupils have access to the curriculum, and the right to a learning environment, which dispels ignorance, prejudice or stereotyping.
- This policy has been impact assessed by governors in order to ensure that it does not have an adverse effect on race, gender or disability equality.