



St Hilary's School

First Aid Policy 2020 Covid-19 Addendum Guidance

The principles as set out in St. Hilary's School Medical and First Aid Policy remain and should continue to be followed. This addendum should not be used as a stand-alone document and should be read in conjunction with the existing policy as well as the Infection Control Policy. It sets out the expectations of St. Hilary's School in light of the Covid-19 pandemic and the new systems in place.

At St Hilary's School, all staff will provide reassurance to a child suffering from a minor accident and when necessary administer first aid treatment. There are a number of trained First Aiders at Work and appointed people who have specific roles. Photos of First Aiders and their roles, are clearly displayed around the school. Many of our staff have completed either basic first aid training or the 12 hour paediatric first aid training to cover the needs of our EYFS children. The Lead First Aider is Ms Jackie Trew and she is located in the main School Office.

Aim:

To ensure first aid provision is available at all times, while people (pupils and adults) are on school premises and due regard is shown during the Corona Virus Pandemic.

1. One member of staff on-site must be first aid trained.
2. All staff should remind themselves of the [guidelines](#) for dealing with a suspected case of COVID-19.
3. If in doubt call 999.
4. A risk assessment directly addressing risks associated with COVID-19 has been completed to ensure sensible measures have been put in place to control those risks for pupils and staff.
5. From 10th July, all new arrivals from selected destinations in to the UK will have to self-isolate for two weeks until restrictions are lifted by the Government. (All staff and families will need to disclose any travel destinations they have been to)

Arrangements for Emergency Medication

Parents have been advised that their child should bring essential medication such as inhalers and auto-injectors to School on the day first day that they return. As usual, this medication must be in date, in its original packaging and clearly named. Parents

are requested to put any such medication in the plastic box, at the designated entry point for their son / daughter and these will be collected by the Lead First Aider, as the gates are locked, cleaned with disinfectant wipes and stored in the Medical Room.

Staff Support

Staff who are leading a 'bubble' will be required to treat any minor injuries, bumps or bruises. Staff must take the medical first aid bag located in their bubble room when they go outside.

Staff will not send pupils to the School Office, where possible and explain to the pupils that they should remain in the 'bubble' and ask for permission should they wish to go to the School Office.

Report Arrangements for staff

If an accident has taken place a report form should be completed electronically and emailed to Ms Trew, the Lead First Aid Officer. If the staff member is concerned or requires a second opinion, the pupil will be escorted by a staff member to the Medical Room ensuring safe distancing measures are kept in place, as far as possible.

Arrangements for Serious Accidents

The Lead First Aider or a qualified First Aider will be called immediately and the pupil will not be left unattended at any time. The Headmistress should be notified and if she is unavailable the Deputy Headteacher or a member of SLT. The Lead First Aider or First Aider will assess the extent of the pupil's injury to the best of his/her ability and act accordingly. If the Lead First Aider or First Aider deems an ambulance is necessary, this will be called without hesitation. If an ambulance is not deemed necessary, but the Lead First Aider or First Aider feels that the child should be checked at hospital or be sent home from school for the rest of the day, the child's parents or carer will be contacted and asked to come and collect the child and take them home or to hospital.

Arrangements if Covid-19 is Suspected

If anyone develops coronavirus (COVID-19) [symptoms](#) they will be sent home and advised to follow the [staying at home guidance](#).

If a child is awaiting collection, they will be moved to the Medical room where they can be isolated behind a closed door, depending on the age of the child and with the appropriate adult supervision. If they need to go to the bathroom while waiting to be collected, they will use the separate bathroom by the School Office. The bathroom will be cleaned and disinfected using standard cleaning products before being used by anyone else.

PPE will be worn by staff caring for the pupil while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).

999 will be called in an emergency.

If a member of staff has helped someone who was taken unwell with coronavirus (COVID-19) [symptoms](#), they do not need to go home unless they develop symptoms themselves. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. The area will be thoroughly cleaned with disinfectant after someone with symptoms has left to reduce the risk of passing the infection on to other people.

Additional Resources

Mouth guards are now held in the medical office. Staff should follow guidance from the UK Resuscitation Council.

<https://www.resus.org.uk/media/statements/resuscitation-council-uk-statements-on-covid-19-coronavirus-cpr-and-resuscitation/covid-community/>

Infra-red thermometers are stored in the Medical Room.

Each first aid bag used for outdoor activities including Break and Sport has an additional thermometer.

Created: 27/5/2020

Review: 19/7/2020 or earlier if further guidance is received.

Persons Responsible: Ms Trew, Lead First Aider and Mrs Gemma Mitchell, Deputy Headteacher