



**GRANGE SCHOOL**  
*A Culture of Continuous Improvement*

# First Aid Policy

Compiled by: Signature: Date:	Approved by Governing Body (     ) Signature: Print name: Date:
Revision Number:	Next Review date:

# First Aid Policy

- We have well equipped sickbay at Grange School, staffed by qualified nurses.
- There is a nurse on duty in the sickbay every school day who is available to administer first aid, to deal with any accidents or emergencies, or to help if someone is taken ill.
- All new pupils and staff are given information on where to go for help in the event of an accident as part of their induction into the school.
- We keep records of all accidents and injuries, and have a procedure in place for ensuring that they are reviewed regularly in order , where possible, to minimize the likelihood of recurrence.
- The nurse on duty will contact the parent should a pupil require collection following an accident.
- We will always contact you if your child suffers anything more than a trivial injury, or if he/she becomes unwell, or if we have any concerns about his/her health. Please, do not hesitate to contact either of the nurses in the clinic at any time if you wish to advise her of any concern that you may have relating to your child's health.

## DEALING WITH BODY FLUIDS

Gloves are worn by the nurses when dealing with body fluids to prevent cross- infection.

## PUPILS WITH PARTICULAR MEDICAL CONDITIONS

- Parents are required to inform the school clinic of any medical conditions or food allergies affecting their children and the teacher of the particular child notified.
- Should one of these pupils leave the school premises on an away match or school trip, the nurse takes along their medications, including their names with the first aid kit.
- Brought- in- drugs are kept in a locked cupboard in the clinic. Their expiry dates are recorded and parents will be sent a reminder when a replacement is required.

## ASTHMA

Every pupil suffering from asthma should have a spare inhaler kept in a locked cupboard in the sickbay. Expiry dates are recorded and parents will be sent a reminder when a replacement is required. Expired inhalers will be sent back home to be replaced by a new one.

## OTHER MEDICAL CONDITION

The parents of any pupil with a specific medical condition will be invited to discuss and keep in close contact with the nurses. This will ensure that the child is confident that he/she can come to the clinic at any time. Important details are highlighted in their medical records.

This policy will be reviewed biennially.