

**ST OSWALD’S CATHOLIC PRIMARY SCHOOL**

**INTERIM FIRST AID POLICY COVID-19**

**(Includes Body Fluid Spillage Policy)**

**General Statement**

*This Policy has been revised in line with the current COVID-19 pandemic. It is essential for staff to be able to deliver first aid in school whilst keeping staff and pupils safe.*

Teachers’ conditions of employment do not include giving first aid, although any member of staff may volunteer to undertake these tasks. Teachers and other staff in charge of pupils are expected to use their best endeavours at all times, particularly in emergencies, to secure the welfare of the pupils at the school in the same way that parents might be expected to act towards their children. In general, the consequences of taking no action are likely to be more serious than those of trying to assist in an emergency.

At school, the main duties of a first aider are to:

* Give immediate help to casualties with common injuries.
* When necessary, ensure that an ambulance or other professional medical help is called.

A list of the names of first aiders who have completed training is displayed in the staff room.

*In order to control any potential spread of infection, all first aid will be carried out in the Sunshine Room which is now our dedicated First Aid Station. During the interim, all First Aid Boxes have been removed from their normal location. All First Aid will be treated by a First Aider in the First Aid Station Room. In cases where this is not possible, first aid treatment will be carried out at the scene by using the portable First Aid Bag which is located in the First Aid Station Room clearly labelled ‘Portable First Aid Bag’. This is only to be used in emergencies where the injured party cannot go to the First Aid Station Room and it is not to be removed from the First Aid Station Room for any other purpose.*

*Mrs Rothwell has the responsibility for replenishing the First Aid Box in the First Aid Station Room and the portable First Aid Bag.*

***PPE***

*PPE is available for first aiders carrying out first aid and / or when it is not possible to carry out the 2m social distancing rule. PPE includes:*

* *Blue disposable gloves*
* *Face Mask*
* *Blue Disposable Aprons (if required)*
* *Safety Goggles (if required)*

**Head Injuries**

For minor injuries apply an ice pack (covered) for no longer than 20 minutes and observe. NB. It is of no benefit to keep an ice pack on for longer.

A’ Bumped Head Letter’ (red paper) must be completed by the First Aider and signed. The office and teacher of the class will be informed. The top part of the letter will be sent home with the child on the day that the accident happened. Parents will be informed when a pupil has sustained a head injury. Please refer to the Bumped Head Policy.

The Bumped Head letters are found in the Accident/Incident register located in the *First Aid Station Room.*

**Injuries requiring First Aid**

Whenever first aid has been administered to a pupil, an ‘Injury Letter’ (yellow paper) must be completed by the First Aider and signed. The top part of the letter will be sent home with the child on the day that the accident happened.

The Injury letters are found in the accident/incident register located in the F*irst Aid Station Room.*

**Asthma**

The school will require 2 inhalers – one stored in the classroom and one stored in the First Aid medicine cabinet in the *First Aid Station Room*. It is the class teacher’s responsibility to ensure children take their inhaler to PE/ Games lessons with them. An asthma card and a Medical Conditions / Food Allergy Form will be completed and stored in the Medical File in the staff room.

**Appendix 1**

**Body Fluid Spillage Policy**

Blood and b fluids (e.g. faeces, vomit, saliva, urine, nasal and eye discharge) may contain viruses or bacteria capable of causing disease. It is therefore vital to protect both yourself and others from the risk of cross infec. In order to minimize the risk of transmission of infection both staff and pupils should practice good personal hygiene and be aware of the procedure for dealing with body spillages.

**Initial Clean Up Procedure:**

* Disposable gloves must be used which are available in the First Aid Station Room. In order to reduce the spread of infection, additional PPE is available; disposable blue aprons, face masks and safety eye goggles.
* Place absorbent towels over the affected area and allow the spill to absorb. Wipe up the spill using these and then place in a bin (which has a bin liner).
* The bin that has had the soiled paper towels put in, then needs to be tied up and ideally placed in the yellow sack (only used for body fluids) and put in an outside bin.
* Any article of clothing that has got contaminated with the spill should put in a plastic bag and tied up for the parents to take home.
* The area then needs to be cordoned off until cleaned with an alcohol based disinfectant and blue hygiene roll or alcohol disinfectant wipes which are stored in the cleaning kit in the First Aid Station.