



TADDINGTON and PRIESTCLIFFE C OF E (A) PRIMARY SCHOOL

FIRST AID POLICY

March 2015

1. The Health and Safety at Work Act requires first aid provision to be made for employees.
2. School staff have a professional and moral duty to safeguard the health and safety of the pupils in their care and this implies first aid provision.
3. There is a person designated to have responsibility for first aid. Currently this is Mrs O'Connor
4. The designated person must have an up to date First Aid qualification i.e. having attended a recognised course no more than three years ago.
5. There will always be a person on site with paediatric First Aid Training. As of March 2015 all teaching and TA staff have paediatric First Aid Training.
6. As many other staff as possible should avail themselves of the county's First Aid courses. Allowance for this will be made in Staff Development programming when necessary.
7. The school clerk is responsible for maintaining a good supply of the recommended first aid equipment.
8. All staff may be expected to attend to minor injuries as they occur.
9. On visits out of school a basic first aid pack should contain a wound dressing, plasters and emergency packs.
10. If a pupil requires regular medication, e.g. for asthma, there should be written instructions from parent or doctor and the medication or equipment should be kept in a secure place – usually the school office (or may be identified in the child's medical care plan). This will be taken out of school when the children go on visits.
11. A list of all children with medical conditions is kept in the first aid box in the staff room. It is updated regularly.

This policy document will be reviewed bi-annually.