

St Wystan's School and Nursery **EYFS First Aid and Illness at School Policy**

Introduction

Children and adults in our care need good quality first aid provision. Clear and agreed systems should ensure that all children are given the same care, and understanding, in our school.

It is our policy to ensure that appropriate first aid arrangements are in place for our staff, pupils and any visitors to our premises. This includes providing sufficiently trained employees and maintaining an adequate supply of first aid equipment.

This policy should be read in conjunction with the school Health and Safety and Administering Medication policies.

First Aid Training

All permanent staff are given full training in accordance with current legal requirements (i.e. all staff attend a basic six-hour course every three years). The permanent EYFS staff all attend the specific 2 day paediatric first aid training every three years (in accordance with EYFS requirements). The school maintains an up-to-date list of those employees who have undergone emergency first aid training. Nursery staff's first aid training certificates are displayed in the Nursery office area.

In Early Years, all permanent staff are currently qualified in paediatric first aid.

All staff will be informed of First Aid arrangements and made aware of this policy as part of their induction.

First Aid Equipment

A first aid kit is available in the Nursery office and in various locations in the main school building. A designated member of staff ensures that the first aid boxes are checked and restocked when necessary. Lists of pupils suffering from allergies, and of pupils whose parents have not given permission for paracetamol to be given to them are written on the class list and displayed in the Nursery office and in the First Aid cupboard. These lists are to be updated every term by the School Office. Medicines sent by parents so that they can be given to pupils throughout the day are also kept in the Nursery office and with the Form Teachers. Medicines must only be given to pupils if parents have completed the necessary consent forms. (Refer to EYFS Administering Medicines Policy for more details.)

Accident Procedures

The patient should be given all possible reassurances and, if necessary, removed from danger. Onlookers should be sent away to reduce anxiety.

Minor incidents and accidents should be dealt with, wounds cleaned etc and the child returned to normal activity when possible and practical. Persons administering first aid should wear disposable gloves where bodily fluids are involved. An adult witness should be present if tending an intimate part of the body. Any dressings or materials which have been in contact with body fluids (e.g. blood, vomit etc) must be disposed of correctly (in the yellow "Clinical Waste" bags).

All injuries must be recorded on the appropriate Accident Form. There is a decision to be made whether parents are contacted at that point.

If hospital attention is required, one of the following options must be taken, depending on the urgency of the case.

- dial 999 for ambulance service
- contact the pupil's parent so that he/she can take the child
- a member of staff transports a pupil to hospital. This will only be done on a voluntary basis and members of staff using their own cars are covered by the school's motor insurance policy.

In all cases where hospital attention is required, parents must be contacted immediately.

No pupil casualty will be allowed to travel to hospital without a parent or member of staff, nor will any adult casualty if there is any doubt about their fitness to do so.

In the case of non-urgent hospital treatment, parents will be informed immediately and arrangements made for the parents to collect their child.

Illness

The decision to send an unwell child home will be made by their teacher. If they are not available the Headteacher or a member of the Senior Leadership Team will make an informed decision and notify the School Office.

Vomiting and diarrhoea

There are buckets for pupils who feel sick and also sawdust and other cleaning materials. Vomit must be treated as a biohazard and the area must be thoroughly disinfected.

If a child vomits or has diarrhoea in school, they will be sent home immediately. Children with these conditions will not be accepted back into school until 48 hours after the last symptom has elapsed. This includes if this happens at home.

Chicken pox and other diseases and infections

If a child is suspected of having chicken pox etc, a member of staff will look at their arms or legs. To look at a child's back or chest would only be done if the school were concerned about infection to other children. In this case another adult would be present and would not be completed without the child's consent.

If a child has any infection which requires exclusion they will need to stay off school for a prescribed period of time. The Headteacher or School Office will advise timescales in accordance with "Guidance on infection control in schools and other childcare settings" produced by Public Health England.

Head lice

Staff do not examine children for head lice. If we suspect a child has head lice we will inform parents and ask for them to be examined.

Pastoral care:

There may be occasions that children state that they are unwell or require First Aid but actually require 'pastoral care'. Incidents requiring 'Pastoral Care' should be treated as follows:

- If an incident occurs during the day, a member of staff should take 'Pastoral' care of the child ensuring his/her well-being.

If any member of staff is unsure whether a child is unwell, requires First Aid or requires pastoral care then they are encouraged to send them to the School Office.

It is the class teacher's responsibility to inform parents of significant pastoral care needs.

Seeking Professional Help

St Wyan's is situated next to Repton School Sanatorium. Contact telephone number:

Repton School Sanatorium 01283 559325

Contact Willington Surgery if no reply from Repton on 01283 703318

Serious accident, illness or injury to, or death of, any child

We will notify Ofsted of any serious accident, illness or injury to, or death of, any child while in our care, and of the action taken. This notification will be made as soon as is reasonably practicable, but always within 14 days of the incident occurring. We will also notify local child protection agencies of any serious accident or injury to, or death of, any child while in our care, and will act on any advice from those agencies.

This document is reviewed and ratified annually by the Governing body, or as events or legislation change requires.

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READ AND APPROVED BY: Chair of the Governors and SLT

READ AND SHARED: Staff of the school

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