

**First Aid Policy**

2024/2025

**Rationale and Ethos**

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It is important to understand the overriding philosophy that enables students to derive so much benefit from the experience that is 'Brymore'. Brymore is a state boarding academy for boys aged 11 to 16. Academic performance is not used as a selection criterion; neither is experience or expertise in any particular practical field.

Boys with appreciable motivation and interest in the areas of agriculture, horticulture, technology or sport would benefit significantly from the specialised curriculum offered at the school. As such Brymore does attract students who are genuinely interested in the delivered curriculum (in its widest sense).

All boys, we believe, irrespective of their interests, benefit from the structure and discipline that the practical learning and boarding environment brings. All boys attending Brymore are described as either full time boarders (staying in throughout the weekend as well as during the week), weekly ‘boarders’ or ‘out-boarders’, who are day pupils expected to periodically board. Weekly boarders stay at the school full time Monday- Friday (they may go home on a Friday from 4.00 pm and return on Sunday by 9.00 pm or Monday by 8.30 am), while out-boarders board when on farm duty. This is normally for one week each term. Both boarders and out-boarders have access to the boarding accommodation of the academy.

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**FIRST AID POLICY**

The First Aid procedure at Brymore academy is in operation to ensure that every student, member of staff and visitors will be well looked after in the event of an accident.

It is emphasised that the team consists of qualified First Aiders and a Matrons team. In the event of an accident, all members of the school community should be aware of the support available and the procedures available to activate this.

The Purpose of the Policy is therefore:

* + To provide effective, safe first aid cover for students, staff and visitors.
  + To ensure that all staff and students are aware of the system in place.

**FIRST AIDERS** will:

* Ensure that first aid cover is available throughout the school day and boarding time.
* Always attend a casualty when requested to do so and treat the casualty to the best of their ability in the safest way possible. This includes wearing gloves where any loss of blood or body fluid is evident, calling from help from other first aiders or emergency services and Health Centre team.
* Help fellow first aiders at an accident and provide support during the aftermath.
* Act as a person who can be relied upon to help when the need arises.
* Ensure that their portable first aid kits are adequately stocked and always to hand. First aid kits are checked and updated termly by the health Centre, at other times staff are to bring the first Aid kits to the Health Centre for re-stocking.
* Insist that any casualty who has sustained a significant head injury is seen by professionals at the hospital, either by sending them directly to hospital or by asking parents to pick up a child to take them to hospital; ensure that parents are aware of all head injuries promptly.
* Ensure that a child who is sent to hospital by ambulance is either:
* Accompanied in the ambulance at the request of the paramedics.
* Followed to a hospital by a member of staff to act in loco parentis if a relative cannot be contacted.
* Met at hospital by a relative if a day student if a boarder by a relative or boarding house staff.
* The first aider will be a member of staff that will accompany the casualty to hospital and hold a DPS (Disclosure and Barring Service)
* Keep a record of each student attended to, the nature of the injury and any treatment given, the information should then be given to the Health Centre Staff for Medical tracker to be updated. An accident form must be completed by the first person on the scene, regardless whether they have witness the accident or not. This is done Via Medical tracker. This will then be sent to the head of health and safety.
* Ensure that everything is cleared away, using gloves, and every dressing etc be put in a yellow bag for contaminated/used items and sealed tightly before disposing of the bag in the Health Centres Clinical waste bin. No contaminated or used items should be left lying around.

**THE SCHOOL** will:

* Provide adequate first aid cover as outlined in the Health and Safety (first aid) regulations 1981.
* Monitor and respond to all matters relating to the health and safety of all persons on school premises.
* Ensure all new staff are made aware of first aid procedures in school.

**SCHOOL STAFF** will:

* Ensure that they always obtain the history relating to a student not feeling well, particularly in the cases of headaches, to ensure that no injury has caused the student to feel unwell.
* Ensure that in the event that an injury has caused a problem, the student must be referred to the health centre or first aid staff for examination.
* At the start of each academic year, the Health Centre will email all staff a list of students who are known to be asthmatic, anaphylactic, diabetic, epileptic or have any other serious illness, and make them aware where they can find their individual care plans, that documents emergency first aid care.

**TEACHERS** will:

* Familiarise themselves with the first aid procedures in operation and ensure that they know who the current first aiders are.
* Never move a casualty until they have been assessed by a qualified first aider unless the casualty is in immediate danger.
* Send for help to The medical centre or reception as soon as possible either by a person or telephone, ensuring that the messenger knows the precise location of the casualty and their identity.
* Reassure, but never treat, a casualty unless staff are in possession of a valid Emergency Aid in Schools Certificate or know the correct procedures; such staff can obviously start emergency aid until a first aider arrives at the scene or investigate simple airway measures if clearly needed.
* Send a student who feels generally ‘unwell’ to the Health Centre, must be accompanied by another student or member of staff.

**OFFICE STAFF** will:

* Call for the health centre or a qualified first aider, unless they are one themselves, to treat any injured student. This should be done by telephone or in person, giving the specific location and identity of the casualty.
* Support the first aiders in calling for an ambulance or contacting Next of kin in an emergency.
* Send a student who feels generally ‘unwell’ to the Health Centre, must be accompanied by another student or member of staff.

First Aid posters are displayed through the school with a list of First Aiders.

**Incident Reporting**

All injuries will be recorded on ‘Accident Form that is to be passed to the health and safety Co-ordinate. A report of the injury is also documented on the pupil’s medical tracker profile.

All injuries where a pupil has needed to seek medical attention will be reported to the schools Health and safety Co-ordinator.

Email: Healthandsafety@btc-trust

APPOINTED PERSONS