

Shiplake CE Primary School and Little Squirrels@Shiplake Primary

Early Years Medical & First Aid Policy

It is essential to have in place adequate first aid provision and medical care for all pupils and school personnel.

1. Aims

1. To provide adequate paediatric first aid provision and medical care for pupils and school personnel.
2. To have in place qualified paediatric first aid personnel.
3. To have in place adequate paediatric first aid equipment.
4. To have in place excellent lines of communication with the emergency services and other external agencies.

2. Strategy

1. Identification & Awareness

- Parents must inform the school of their child's and medical condition of their child that may be a cause for concern.
- School personnel must be suitably trained in identifying Pupils where a medical condition may be developing.
- School personnel must report any concerns they have on the medical welfare of any pupil.

2. Training

- For all nominated personnel to undertake training in first aid, administration of medicines and awareness of medical problems in pupils.
- A record of trained personnel is kept centrally.

3. Administration of Medicines

- A procedure must be in place for the administration of medicines for pupils who have a life threatening illness. Antibiotics and paracetamol must be administered by a parent which is outlined in our Drugs Policy
- Before the school administers any medication the parent must complete the necessary paper work.
- Records must be kept of the administration of medicines.

4. House Keeping

- All medicines must be securely stored in a central location.

5. Emergencies

- A procedure for dealing with accidents must be in place.

6. Records

- Records are to be kept for all pupils.

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7. Reporting

- Parents are to be informed of all accidents especially head injuries.
- Wrist band given to child, detailing first aid given - to ensure easy identification during school day

The above strategy is effective in the provision of medical and first aid care within the school.

3. **Intimate care**

In the event of an injury/soreness in an area of the body that could be described as intimate, 2 or more first aiders must be present.

Intimate care agreement sent to parents and care plan available to complete in Reception Class toilet area.

May 2023 (3 year review)