

Wantirna South Primary School

First Aid Policy

Rationale

The school will ensure that access to First Aid is available for the school community in order to provide a safe, caring and positive social environment.

Aims

To ensure the community has the opportunity to immediate first aid if required. The school will provide:

- materials and a facility for first aid (sick bay),
- ensure all staff members hold a Level 1 First Aid accreditation;
- a reasonable ratio of staff hold a current Level 2 First Aid accreditation;
- notification procedure of parents about accidents and illness will comply with DET policy, and
- a register of accident and illness, as per DET policy.

Implementation:

- The school will make provision for training in Level 1, CPR, Level 2, Anaphylaxis, Asthma and other medical conditions, as needed.
- All staff are made aware of First Aid procedures (in the Staff Handbook) during the Induction process.
- A staff member is on First Aid (sick bay) duty at all breaks and during class times.
- Students have access to the First Aid teacher through the teacher on yard duty.
- First Aid materials will be provided for use in sick bay. Portable kits are available for excursions, camps and sporting events.
- Teachers on yard duty are instructed in the School' Emergency Response Procedures, and are provided with a bag containing basic First Aid materials and wear a coloured vest for high visibility
- There are special accident and medical forms for camps.
- A small first aid kit will be available in each classroom with basic supplies.
- The Medical Details for children with specific conditions (Life Threatening Medical Conditions, Asthma, Anaphlaxis) are updated each year.
- Supplies will be bought for the First Aid room as required, and monitored as they are used.

FIRST AID (from Staff Handbook)

1. Teachers carry 'bumbags' with them on yard duty at all times. These have some basic first aid equipment to use outside for minor injuries (bandaids, rubber gloves, tissues.)
2. For any illness or injury other than a simple cut, etc. teachers must use the parent notification sheet.
3. For knocks to the head, apply a cold pack from the fridge (not an ice pack from the freezer). Parents must be notified of all knocks to the head.
4. **BE FAMILIAR WITH ALL THE CHILDREN WITH SPECIAL MEDICAL CONDITIONS, ESPECIALLY THOSE WITH LIFE THREATENING MEDICAL CONDITIONS.** Details for students are provided to staff and available in three areas of the office. Class teachers need to have this information in a prominent place for any CRTs.
5. No permission notes for excursions etc, means the child must definitely not be permitted to attend.

Evaluation:

This policy will be reviewed as part of the school's five-year review cycle or earlier as required. Reference for DET guidelines. This policy was ratified by School Council on May 2018.