



## **NEWBOLD SCHOOL**

### **First Aid Procedures**

In the event that an accident has taken place first assess that you are not in danger.

If an injury has taken place and the child can walk ask a prefect or older child to accompany the child to the medical room and get a First Aider. While all staff are trained in basic first aid, designated Paediatric First Aiders are:

Mrs J Godwin

Mrs I Metzinger

If the child is unable to get up off the ground get a prefect or older child to get a First Aider.

**Never move anyone who has been injured.**

If no First Aider is available please fill in the accident book that is kept in the drawer in the medical room. Remove the sheet and place in purple file that is kept in Foundation 1 classroom and fill in the appropriate form and send home with child.

When dealing with an injury use rubber gloves.

Clean using alcohol free wipes. If it is possible, put injury under cold running water (e.g. a finger) and cover with a plaster or dressing with micro porous tape.

When dealing with head injuries you must always apply an ice-pack and inform parent or guardian.

If a child has e.g grit or dust in eye use a sterile eye wash.

**Never interfere with injury e.g. splinters, just clean and cover.**

**Basic First Aid knowledge can be found in First Aid book if needed.**

If a child has come to school with sickness or diarrhoea they should not be admitted but returned home until the condition has gone. If the condition persists the parent or guardian should seek medical advice