# 

# Glendale Primary School

**First Aid & Medical Policy**

## Aims

We aim to provide a caring and safe environment where the health, safety and physical wellbeing of all our pupils is paramount. We work in partnership with parents / carers and health colleagues to gain an understanding of the range of medical needs of the children. Staff receive updated medical information / training annually about the issues affecting children in their care. These robust measures enable a range of staff to be confident providers of the appropriate care.

**Severe Allergies**

The photographs of children with severe allergies are displayed in the office and in the medical room. The necessary emergency treatments for these children are detailed. Each class is also provided with current medical information which is stored in the front of the register

**First Aid**

Children who have been involved in an accident in school, whether in the playground or as part of the work in the class or the gym, should be sent to the office where they will be attended to by a the first aider, another PSA or HT / DHT. This is especially important if there is bleeding or an injury to the head. If the first aider /head teacher is not available, then consult a member of the SMT.

If dealing with blood or body fluid spillages, rubber gloves must be worn. Disposable ones are always available in the medical room. Cloths, swabs, disposable gloves etc. which have been used in cleaning such wounds or spillages should be put into yellow bin bags which are kept in the medical room. Under no circumstances should these gloves be used again. All such waste should be put in the dedicated bin in the medical room.

Minor treatment e.g. clean and plaster, should be recorded in the book located in the medical room. An accident report form should be filled in for all injuries which require further medical help, either from a doctor or a hospital department. These forms are kept in the medical room. For any child who has had a head bump/facial injury, no matter how insignificant it appears, parents / carers should be notified so they can keep an eye on the child that evening. Alternatively, parents / carers may wish to come to school to decide if any further action is required.

**Hygiene**

There are no longer any hygiene inspections by the school nurse. If you become aware of any problem of head lice or nits then you should inform HT. Parents will be informed and requested to take their child home and to return them to school after appropriate treatment.

Any child who is wet or soiled should be given access to the disabled toilet and clean clothing. If a child is unable to clean themselves properly, a parent / carer should be asked to come to school to attend to their child.

**Doctor’s / Hospital Appointments**

Children who have a planned health service appointment, should be collected from school by a parent / carer who needs to show the letter / card to the office staff.

**Staff concerns about children**

Children receive intermittent medical screenings e.g. sight, at key points room P1 – P7. However, if you suspect that a child in your class may have a medical problem please inform the HT /DHT immediately. They can then take advice from the school nurse and consider whether referral to the school health service should be discussed with parents/ carers.