



# Christ The King Federation

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St Joseph's Catholic Primary School

Headteacher Miss T. North

St Francis RC Primary School

Acting Headteacher: Mrs C. Peear

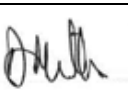


## FIRST AID AND MEDICAL EMERGENCIES POLICY

### FEDERATION MISSION STATEMENT

*Christ The King Federation is a community called by God to work collaboratively for the common good; providing an environment that nurtures and inspires pupils to realise their potential, as we journey together.*

*This federation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment*

Document Detail	
Category:	Curriculum
Authorised By:	Curriculum & Pupil Related
Chair of Governors Signature:	

Issue:	
This policy was formally adopted by the Full Governing Body on:	Spring 2022
Review Date:	Spring 2025

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## FIRST AID AND ILLNESS

- The Federation has 5 registered First Aiders (5 at St. Joseph's and 3 at St. Francis). All staff are trained in basic first aid ('First Response').
- Children who feel unwell should be sent to the school office.
- Monitoring of unwell children will be the responsibility of the Administrative Staff and the Headteacher, or nominated deputy.
- The decision to send unwell children home will be solely the responsibility of the Headteacher, or nominated deputy.
- **Children with Individual Medical Needs Care Plans – staff will be made aware of any such cases in their class. In the event of illness, these plans will be followed. Children with care plans are** identified in the register and full details of each care plan are kept in the office. This will need to be checked with new register guidelines.
- A first aid kit is always taken with a group to any off-site activity.

## ACCIDENT PROCEDURE

- The injured person will be seen by an adult and referred to the First Aider/Appointed Person if necessary.
- If the First Aider believes hospital treatment is required, that person will, in consultation with the Headteacher or nominated deputy:
  - Arrange for the emergency services (999) to be summoned if necessary.
  - Arrange for parents to be informed.
  - Arrange for the child/adult to be transported to the Accident and Emergency department at the hospital (or nearest available) by car, taking another adult as the driver.
- All accidents will be fully recorded in the Accident Book *by the person who dealt initially with the incident.*
- Parents will be informed by the class teacher, or Headteacher, of significant accidents and the treatment given, it may be recommended that some children seek further medical attention from a GP or nurse.
- At playtimes, the Administrative Staff will deal with minor injuries.
- At lunchtimes, the Midday Supervisors will deal with minor injuries.
- Parents will be informed of any head injury.

*Please see also: Policy for Administration of Medicines  
The Policy is included in the Staff Handbook*

Agreed by Staff: March 2022  
Ratified by Governors: March 2022

