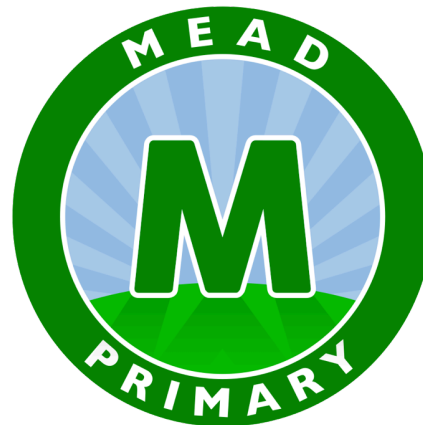
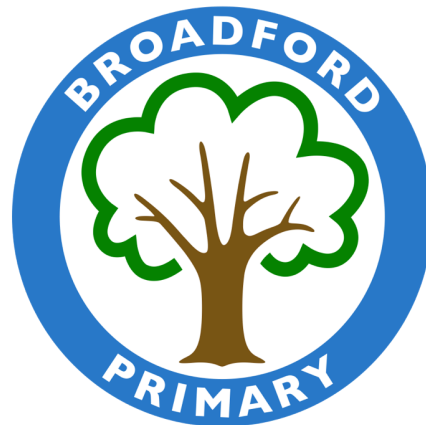


First Aid Policy



Policy review date	December 2024
Date of next review	December 2025

*This policy should be read in conjunction with the “**Supporting pupils at School with Medical conditions – Policy and Procedure**”, if appropriate.

*This document has been produced in conjunction with **Broadford and Mead’s Health and Safety Policy**.

Aims

The Learning Federation acknowledges their responsibility to ensure the safety of their staff, pupils and visitors whilst on the school site, or during any off-site activity arranged by the school.

The Learning Federation will comply with the Health and Safety (First Aid) Regulations by ensuring that adequate and appropriate equipment and qualified first-aid personnel are provided and available.

Objectives

The Learning Federation will ensure that:

- The appropriate number of first aiders/appointed persons required to meet the needs for the school are identified and that they receive the relevant training. This must include follow up or refresher training in order to carry out their duties
- Adequate and appropriate equipment and facilities are provided.
- The appropriate first aid arrangements are in place for all off-site activities/trips
- The necessary first aid arrangements are in place for out of school hours, e.g. before and after school clubs, lettings, parents evenings, etc.
- Staff and parents are informed and aware of the school’s first aid arrangements.
- Records of all accidents/incidents are kept and where required, reported to the Schools’ Health and Safety Team.

Arrangements

- The Learning Federation recognises that the Health and Safety (First Aid) Regulations set out specific requirements for employees; however, there remains a clear duty of care for the pupils within the school, which can only be provided by allocating a sufficient number of appropriately trained first aid staff.
- The Learning Federation has carried out a suitable and sufficient risk assessment in order to identify the number of trained first aiders with the necessary controls required and have safe working procedures in place as a result.
- In line with The Learning Federation’s H&S policy and the guidance from the LA, Broadford and Mead will ensure that agreed appropriate first aid cover for the whole working day, including where appropriate, after school club, PTA meetings, cleaning/catering arrangements etc.
- Consideration has also been given to ensure that first aid cover is available at all times within the school environment.

- The Learning Federation will consider the needs for all persons that they have a responsibility for and that any additional controls are implemented where necessary.
- Any staff that are trained in first aid and will be trained to the appropriate level, in addition to the staff trained to First Aid at Work level, the school also has nominated staff trained in Paediatric First Aid level in Early Years.
- Details of current trained first aiders are displayed in the designated first aid area. Any pupils, staff or visitor should report to the school office should treatment be required.