POLICY: FIRST AID AND ILLNESS

1. Rationale

The policy provides guidelines for the care of the children when injured or sick and recognises the level of training of the school First Aid staff.

2. Aim

To ensure all staff, children, parents and guardians are aware of the procedures for administering first aid and the treatment of illness.

3. Implementation

3.1 First aid is the initial administration of treatment in the case of accidents which may precede the involvement of a doctor or full medical care being obtained.

3.2 A number of St Michael’s staff are certified in First Aid. These staff members are rostered on First Aid duty at recess and lunch time each day.

3.3 St Michael’s staff are not expected to be specialists in diagnosis and cannot be held accountable if they fail to identify major emergencies and illness on the basis of minor and ordinary symptoms.

3.4 If, in the opinion of staff, a child is obviously sick or has not recovered from their injury, parents/guardians or the emergency contact person will be contacted to collect the injured/sick child.

3.5 An ambulance will be called if the injury or illness is significant.

3.6 Staff endeavour to inform parents/guardians of any facial or head injury even if the child recovers and stays at school.

3.7 Minor injuries

In cases of minor injuries it is expected that all students should know basic first aid procedures for attending to minor injuries to themselves and others. This should include being able to:

- cleanse a wound of dirt and blood
- apply a bandaid
- wash hands and any part of themselves that has contacted blood.

3.8 External bleeding

In cases of external bleeding, the wound will be covered with a bandaid or suitable dressing to prevent cross infection.

3.9 If a child is allergic to any form of wound dressing, it is expected that the office would be notified in writing.

3.10 Staff should use protective gloves when dealing with any body fluid including blood.

3.11 If a significant amount of blood has contacted clothing, the parent/guardian will be notified and be expected to provide fresh clothing.

4. Evaluation

This policy is reviewed annually.