

CLOCKHOUSE PRIMARY SCHOOL



First Aid Policy Mission Statement

Our School - A family and a home for everyone

Working and Learning together to be the best that we can be

Our Vision

We are not just a school, we are home!

We lay the foundations for each individual's future and for dreams to be fulfilled - whatever they may be. No two bricks are the same but are accepted for their uniqueness and are placed in their own special way to meet their needs.

The cement bonds us together as a family to keep us strong, stable and safe.

We are all safe and happy under one roof, we are protected from the elements and prepared to weather every storm.

The key to success unlocks the door to future achievements unseen before.

The windows show us the reflections of our future self as ready, respectful and responsible adults.

Collaboratively, together our home is decorated with challenge and the rooms are furnished with fun.

All around, a variety of trees grow naturally from the seed of success, with nurture and care anything is possible.

So we are not just a school, we are a home that provides a champion for all as well as timeless experiences and skills for a brighter future.

And that is why we are called Clockhouse.

Ring the bell, we're always here!

School Aims

- To enable all children, members of the school community and the wider community to contribute to school life.
- To promote high standards and provide opportunities for all to achieve their full potential.
- To encourage a sense of self-worth and confidence empowering children to fulfil a contributing role in society.
- To create a diverse and challenging learning environment in which children are cared for and feel safe.
- To provide leadership and management which focuses on raising standards and promoting the personal development and well-being of all members of the school community.

Aims of the Policy

This document has been produced in conjunction with the School's Health and Safety policy. Staff should also refer to the school's Managing Medicines Policy.

At Clockhouse Primary School we acknowledge our responsibility to ensure the safety of our staff, pupils and visitors whilst on the school site, or during any off-site activity arranged by the school.

The School will comply with the Health and Safety (First Aid) Regulations 1981 by ensuring that adequate and appropriate equipment, facilities and qualified first-aid personnel are provided and available.

Objectives:

The school will ensure that:-

- The appropriate number of first aiders and appointed persons required to meet the needs for the school are identified and that they receive the relevant training. This will include any 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 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 school recognise 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 school have 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 school's Health and Safety Policy and the guidance from the Local Authority, the school will ensure that agreed appropriate first aid cover is in place for the full working day, including, where appropriate, before and after school clubs; PA events; lettings and; cleaning / catering arrangements etc. Consideration has also been given to ensure that first aid cover is available should the main first aider(s) be absent from work due to holiday or sickness.

The school 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 will be trained to the appropriate level. This will include staff responsible for children under 5, who will be trained to Paediatric First Aid level. In addition to the staff trained to First Aid at Work level, the school also have nominated staff trained to Appointed Person level.

Details of current trained first aiders are displayed to advise all staff, pupils and visitors who they should report to should treatment be required.

Monitoring and Review:

The policy will be monitored for effectiveness and reviewed at least annually. Additional checks and audits will take place to ensure that the systems and procedures are satisfactory and are being followed by staff.

This policy has been reviewed and no individual or group are disadvantaged by the policy or process therein.

Date Reviewed: **Spring Term 2025**

Review Date: **Spring Term 2027**