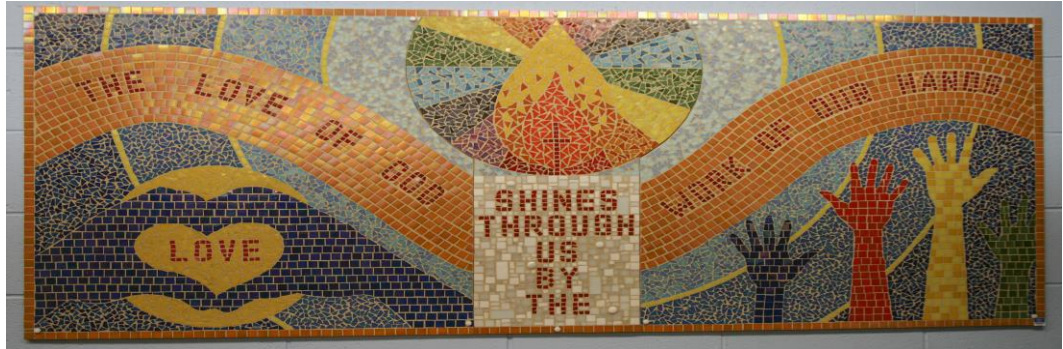


# Norley CE Primary School



## First Aid and Medicines Policy

We are a church school where education is nourished through the teachings of Jesus Christ, enabling each child to fulfil their potential and which reflects our commitment to academic excellence.

We want our children to celebrate and appreciate diversity, fostering qualities that encourage every child to have aspiration for a society in which every individual is cherished.

With our Christian belief at its heart, we work in partnership with each other, families, the church, the local and wider community to create a stimulating and caring environment, where everyone is welcomed, nurtured and empowered.

Christian values directly inspire and influence the children to recognise their self-worth and flourish, enabling them to make the right choices that will continue to shape their lives

*You are the light of the world. A city built on a hill cannot be hidden. No one after lighting a lamp puts it under the bushel basket, but on the lamp stand, and it gives light to all in the house. In the same way, let your light shine before others, so that they may see your good works and give glory to your Father in heaven.*

(Matt. 5:14-16)



## First Aid and Medicines Policy

Our School takes the health and wellbeing of all our pupils seriously. This policy should be read in conjunction with the Health and Safety Policy and LA Guidance files.

### Illnesses & Medicines

If your child has been ill, please ensure that they do not return to school until they are fully fit. If your child is taken ill during school, we will contact you as soon as we can. **Please make sure that we are notified of any changes to emergency contact numbers.**

Parents should always administer medicine to their children. If this is not possible then the following procedures apply:

- Medicines will only be administered if brought into school by the parent and handed to a First Aider or teacher with clearly written instructions for use – particularly with regard to frequency and dosage instructions. We will also provide you with a formal Medicine Form for completion.
- Medicines are kept in the staff room medicines box unless they need to be kept in a refrigerator. In this case the refrigerator in the staff room is used.
- All medicine should be clearly marked with the child's name and prescribed dosage.
- No medicines should be brought into the school with a verbal message.
- Patent medicines (cough mixtures, paracetamol, and suspension) should not be administered by the school unless prescribed or recommended by a Doctor.
- Aspirin and preparations containing aspirin will never be given to pupils.
- The staff have a record on children in their class with medical needs including asthma. This record is held in registers to ensure all staff, including supply staff are aware of these children.

### Asthma

This School is "Asthma Friendly".

- We have a No Smoking policy. We acknowledge that cigarette smoke, and chemicals trigger asthma attacks and so avoid them in the school environment.
- Inhalers should be available in school at all times for those children requiring them. They should be clearly labelled, in date and will be readily accessible. They must be taken on school visits, including visits to the swimming baths.
- Many children use a plastic spacer to help them take their inhaler more effectively.

### Dealing with medication and inhalers

- **Relievers** – These medicines, sometimes called bronchodilators, quickly open up the narrowed airways and help the child's breathing difficulties. Generally, relievers come in blue containers. Reliever inhalers are crucial for the successful management of asthma. Delay in taking reliever treatment, even for a few minutes, can lead to a severe attack and in rare cases has proven fatal. **If a child is not helped by their reliever inhaler, we will phone the emergency services and parents/carers will be informed.**



- If a child who does not have asthma “experiments” with another child’s asthma reliever medication, this will not be harmful. Relievers act simply to dilate or open up the airways and will not have an adverse effect on a child who does not have asthma.
- **Preventers** – These medicines are taken daily to make the airways less sensitive to the triggers. Generally, preventers come in brown and sometimes white containers.
- A few children with severe asthma may use an electrically powered device called a nebuliser to deliver asthma medicines.

### **Asthmatic children and Sport**

Children with asthma can suffer because many people think that their asthma prohibits them from joining in. The aim of full participation should be the goal for all but the most severely affected pupils with asthma. Taking a dose of reliever or Intal can help prevent exercise-induced asthma.

- Make an opportunity for children who have exercise-induced asthma to take a puff of their inhaler before they start exercise. Teachers should be aware that some children are shy of doing this in public.
- Make sure that children who say they are too wheezy to continue take their reliever inhaler and rest until they feel better.

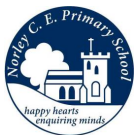
### **First Aid Procedures**

These comply with the guidance given by the Local Authority. School procedures include:

- Two fully qualified First Aiders: Miss Brown and Mrs Power, both of whom have the appropriate Paediatric First Aid Qualification.
- All staff including non-teaching and secretarial staff have completed an Emergency First Aid qualification. The School will renew this for staff at an inset day when needed.
- MDA assistants carry with them a small first aid bag for use at lunchtime for minor injuries
- Reports of injuries are recorded promptly in an Accident Book kept in the Bursars Office and a copy of the form will be sent home with the child. Staff will take the decision to phone parents if necessary.
- Injuries that result in a child/adult attending hospital will be recorded using the LA Prime system.
- All children with bumps to their head are closely monitored and we will take all reasonable steps to inform parents through either sending home a head injury letter, or speaking directly to parents/carers.
- First Aiders take responsibility for ensuring all First Aid supplies are readily available and up-to-date including kits taken on Educational day and residential visits. Guidance from the LA on First Aid has been adopted and is housed in the Health & Safety Policy Files.

### **Accompanying documentation:**

- Request for medicine form
- Pro-formas, using LA model for reporting accidents



<b>First Aid and Medicines Policy</b>	
Review Frequency:	Annually or earlier if considered necessary
Reviewed by:	Business & Resource Committee
Head Teacher approval signature:	<i>Helen Kelly</i>
Head Teacher approval date:	
Chair of Governing Body approval signature:	<i>Paul Corbishley</i>
Chair of Governing Body approval date:	
Date of next review:	21 <sup>st</sup> October 2021