



First Aid Policy

January 2024

FIRST AID POLICY

INTRODUCTION

This policy outlines Abu Bakr Islamic School's responsibility to provide adequate and appropriate first aid to pupils, staff, parents/carers and visitors and the procedures in place to meet that responsibility. The policy is reviewed annually.

AIMS

- 1) To identify the first aid needs of the School in line with the Management of Health and Safety at Work Regulations
- 2) To ensure that first aid provision is available at all times while people are on school premises, and also off the premises whilst on school visits.

OBJECTIVES

- 1) To provide sufficient and appropriate resources and facilities
- 2) To keep accident records and to report to parents any accidents that may occur during the hours of operation.
- 3) Teachers and other staff are expected to do all they can to secure the welfare of the pupils.
- 4) The Appointed Person need not be a First Aider but should have undertaken emergency first aid training.

They will:

- 5) Take charge when someone is injured or becomes ill
- 6) Look after the first aid equipment e.g. restocking the first aid boxes
- 7) Ensure that an ambulance or other professional medical help is summoned when appropriate.

PROVISION

The Head Teacher or nominated person will consider the needs of the students within specific times, places and activities when deciding on their provision.

In particular they should consider:

- 1) Off-site activities
- 2) School trips

- 3) Adequate provision in case of absence, including trips
- 4) Special events such as Eid Parties or fundraisers.

First Aiders

Given the size of Abu Bakr Islamic School and the frequency of its operations (four hours per week) the recommended number of certified first Aiders is one (01) –

Named First Aider: Raziye Bilici

Appointed First Aiders: Dr. Sobia Khan & Amaanah Ayman

First-aid materials, equipment and facilities

- 1) All first-aid containers must be marked with a white cross on a green background
- 2) First aid containers must accompany teachers on outdoor activities

Responsibility for checking and restocking the first-aid boxes:

- 1) In school, the head teacher or nominated person
- 2) On public transport e.g. bus/ taxi; the teacher or person organising the trip or activity
- 3) For off-site outdoor activities, nominated person for that particular activity.

First Aid Boxes

First Aid boxes should be made of suitable material and provide protection for the contents as far as possible from damp and dust. Boxes should contain only suitable quantities of first aid materials and nothing else

For most cases suitable quantities would be:

ITEM	QUANTITY
Guidance card	1
Individually wrapped sterile adhesive dressing	10
Sterile eye pads and attachments	2
Triangular bandages	2
Safety pins	4
Medium size sterile unmedicated dressings	2
Large sterile unmedicated dressings	1
Extra large sterile unmedicated dressing	1

Other items

- A supply of disposable latex-free or nitrile powder-free gloves and apron.

- Disposable yellow plastic bags for the disposal of dressing, gloves and aprons etc...
- Protective resuscitation Aid.

Asthma and inhalers

Parents must provide the school with an inhaler should their child be an asthma sufferer. Each child's inhaler should be in its own container with the name of the child attached to the container. If the child has a medical care plan to follow, this should also be kept in the container as an easy reference to follow.

Asthma pumps and spacers should be readily available for the child to use and should move around the school with the child. Staff on break duty should have the inhaler at hand in case a child needs it. If the child is responsible enough, they may carry/keep their own inhaler with them. Otherwise, inhalers are to be stored safely by the class teacher or teaching assistant. A medical box is available in each classroom for safe storage purposes.

Parents are always informed if a child has needed to take their inhaler, including how many pumps and the time(s) taken as this may be more than they normally take and could be an indication of an onset of a severe attack.

If staff are in any doubt as to whether a child is having an attack, medical advice should be sort immediately.

Eczema and creams/ soap

Parents must provide the school with the appropriate cream/ soap should their child be an eczema sufferer. Staff will support the child in using the cream/ soap appropriately however will not apply it for them.

COVID

The school follows current government guidelines for dealing with COVID. If a child displays any symptoms of COVID, they should not attend school. If symptoms present whilst at school, the child will be sent to the first aid room and their parent(s) will be contacted to collect them from school.