

YESOIDAY HATORAH GIRLS' ACADEMY

FIRST AID POLICY

Author:	Rabbi Yodaiken, Executive Head Teacher	Date:	Summer Term 2019
Approved by:	Governing Body		
Last reviewed on:	May 2019		
Next review due by:	May 2020		

Medical Emergency In Brief:

In all cases of accidents, call for help from the School First Aiders on the emergency line:

773 6364 x9 (external call)
x444 (internal call)

In a serious incident, or if you have any strong concerns, the first aider will come to the child.

In other instances, please accompany the child to the office.

The office will call 999 and/or Hatzola as appropriate, following school procedure.

In the case of severe injury or danger to life, and you contact 999 and/or Hatzola direct, you must let the office know immediately.

Fire/Ambulance/Police:	999
Hatzola:	0161 795 2727

First Aid & Illness

Our school has the following trained First Aiders: See Appendix A

In the absence of the First Aider (Mrs Sills, Mrs Grunhaus), Emergency Aiders, who have attended an emergency course in the last 3 years are nominated to take charge of an emergency first aid situation.

Daily minor first aid situations may be dealt with by emergency aiders. However any employee or any person volunteering to administer first aid will be covered and indemnified under Public Liability Insurance Policy.

Persons administering first aid should wear disposable gloves, if possible, where bodily fluids are involved. An adult witness should be present if tending an intimate part of the body.

Children who feel unwell should be sent to the school office with an accompanying note from the teacher explaining the nature of the child's illness. The decision to send an unwell child home will be made by the Headteacher or Academy Lead. If neither are available the First Aider will make an informed decision.

Unwell children must be signed out when collected by a parent/carer.

A register of children with medical conditions is updated constantly and distributed accordingly. Care plans are in place for children with specific medical needs. Emergency medications (EpiPen/Inhalers) are kept in the emergency cabinet in the school office

Location of first aid kits:

- School Office – Gatehouse
- Ladies Staff Room
- Kitchen
- Nursery

First Aid kits must be taken on all off-site activities. Where possible an emergency aider will accompany off-site visits.

The School Administrator is responsible for checking the contents of pouches and replenishing as necessary.

Accident Procedures

During playtimes and lunchtime children should be dealt with in the first instance by a member of staff on duty. However if the injury requires first aid treatment the child should be accompanied to either reception/office to be dealt with by an emergency aider.

In a serious incident or if staff have any concerns the first aider will come to the child and can be contacted quickly on internal **ext 444** or using the emergency line 773 6364 **x9**.

All serious accidents/injuries must be reported to the School Office by the person who initially dealt with the incident and the accident book completed by Administrative staff.

All head bumps/injuries must be recorded.

All accidents are recorded on the notification form for parents and sent home with the child. Children should be given a sticker to alert adults to the fact that the child has sustained an injury.

If the First Aider believes that the injured person requires medical treatment they will consult with the Headteacher, Academy Lead (or nominated person) and:

- Arrange for the emergency services (999) to be called if necessary or HATZOLAH
- Arrange for parents to be informed
- Arrange for the child/adult to be transported to A&E by ambulance or by parents.

Injury/accident books should be monitored to identify recurring incidents which may be prevented if appropriate action is taken.

All staff should be informed of First Aid arrangements and made aware of this policy as part of their induction.

Other related Policy:

Administration of Medicines Policy

First Aiders List 2019

Full Medical List

Confidentiality Policy

First Aiders at Yesoiday HaTorah Sedgley Park Road Site

Named Responsible Persons

Mrs S Sills/Mrs N Nager

Mrs D Begal/Mrs S D Grunhaus

Mrs N Davies/Mrs R Owen

Rabbi Klor/Rabbi Green

[Mrs S Bamberger/Mrs S Fromer/Mrs R Henry

[Mrs S Singer/ Mrs C Schijueschuurder

School: Monday – Friday

School Monday – Friday

School Monday - Friday

School: Sunday and Cheder

Nursery – separate details available]

Creche – separate details available]

School/Office/Kitchen

Mrs N Nager	First Aid at Work	expires	March 2021
Mrs S Sills	First Aid at Work	expires	June 2021
Mrs D Begal	First Aid at Work	expires	June 2022
Mrs N Davies	First Aid at Work	expires	June 2022
Mrs J Friend	Paediatric First Aid	expires	Oct 2019
Mrs S D Grunhaus	First Aid at Work	expires	June 2022
Mrs R Owen	First Aid at Work	expires	June 2022
Mrs D Wolf	Paediatric First Aid	expires	June 2020

Teaching Staff

Mrs C David	Paediatric First Aid	expires	June 2022
Mrs S Day	Paediatric First Aid	expires	Nov 2021
Mrs Z Ebbing	Paediatric First Aid	expires	June 2022
Mrs M Freifeld	Paediatric First Aid	expires	June 2020
Miss R Glausiusz	Paediatric First Aid	expires	June 2020
Mrs Batsheva Halpern	Paediatric First Aid	expires	June 2021
Miss C Halpern	Paediatric First Aid	expires	June 2020
Mrs Hanson (Burland)	Paediatric First Aid	expires	Nov 2021
Mrs E Jacobs	First Aid at Work	expires	June 2022
Mrs L Kraus	Paediatric First Aid	expires	June 2022
Mrs B Litke	Paediatric First Aid	expires	June 2020
Mrs A Mills	Paediatric First Aid	expires	Nov 2021
Miss G Olsberg	Paediatric First Aid	expires	June 2020
Mrs A Pearson	Paediatric First Aid	expires	Nov 2021
Miss R Reif	Paediatric First Aid	expires	June 2021
Mrs Shuli Roberts	Paediatric First Aid	expires	Nov 2021
Mrs E Rose	Paediatric First Aid	expires	Nov 2021
Mrs E Royde	Paediatric First Aid	expires	June 2020
Mrs M Sinason	Paediatric First Aid	expires	Nov 2021
Mrs N Suissa	Paediatric First Aid	expires	June 2021
Mrs D Weisbart	Paediatric First Aid	expires	June 2020

Rebbes

R' D Dafner	First Aid at Work	expires	June 2022
R' R Green	First Aid at Work	expires	June 2022
R' A Klor	Paediatric First Aid	expires	June 2022
R' Y M Salzer	First Aid at Work	expires	June 2022
Mr T Spielman	First Aid at Work	expires	June 2022