



FIRST AID POLICY

It is our policy to appoint and train First Aid personnel to assist in dealing with accidents and emergencies which may occur at the school.

We will ensure that:

- All members of staff, volunteer helpers, pupils and contractors working on the premises are aware of the procedures to be followed in the event of illness or injury.
- An appropriate number of First Aiders, to ensure effective cover, will be trained. With the current level of attendance at Linton Park Campus it is considered that 8 First Aiders is sufficient to cover the First Aid Requirements, allowing for absences on the part of one of the First Aiders. This is in line with the Focus recommendations of 1 First Aider per 50 persons on site.
- We provide adequate First Aid equipment and facilities appropriate to the degree of risk, including cover for visits and activities, such as field trips and sporting events, which do not take place on the premises.
- The Head Teacher and the Health and Safety Trustee/Officer are notified of all incidents to ensure that any necessary corrective action is taken.

At Linton Park Campus the person appointed as First Aid Lead is Ms F Carrington.

The following people all hold a full 3 day First Aid qualification:

Ms F Carrington
Ms N Penfold
Mr T Arnold
Mrs A Weddell
Mrs C Taylor
Mrs E Nash
Miss K Sandland
Mrs C Booker

The First Aid Boxes are located at Reception and in the Medical Room.

The Accident Book is held in the Office at Reception.

Specific First Aid Boxes will be issued to staff and helpers in charge for sports and field trips.
Suitable First Aid Boxes are provided on minibuses and other vehicles owned and used by the school.

Signed for the Trustees

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Campus Administrator – Clive Groombridge

Date: 11/10/16.....