

KISIMUL

EDAC17 | Acacia School First Aid and Medication

Policy and Procedure



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1. Introduction

Under the _____, employers must provide suitable First Aid provisions and have suitably skilled personnel to manage injuries in connection with the company's work. The Kisimul Group recognises the requirements as set out in the Health and Safety Executive's

4. Roles and Responsibilities

4.1 The Chief Executive Officer

Has overall responsibility for ensuring compliance with national and local standards that are reflected in the organisation's policies.

4.2 The Chief Financial Officer

Will ensure that sufficient financial funds are available for the provision of equipment and training required for the company's First Aid needs.

4.3 Director of Operational and Practice Performance

Will ensure that there is a means to train new staff and to refresh training to existing staff as required.

4.4 The Head of Risk and Governance

Will ensure that the First Aid needs assessment is reviewed against regulation and recorded injuries, so as to provide a suitable and sufficient First Aid response.

4.5 Group Executive Education Lead and Headteachers

Will ensure that First Aid trained staff are available or on shift as per this policy.

4.6 All Staff

Any staff that have been trained in First Aid have a duty to act in a manner in accordance with their training and are to apply their knowledge and skills when required to do so.

5. First Aid Provision

5.1.1 Acacia School reflects DFE guidance which states:

“First Aid provision must be available while people are on school or college premises. It must also be available when staff, pupils and students are working elsewhere on school activities including any off-site activity such as educational visits. The regulations require employers to provide adequate and appropriate equipment, facilities and personnel based on a First Aid needs assessment”.

5.1.2 From our injury profiling, we have found that the vast majority of injuries are from unpredictable physical interactions from the people we support to our staff members. There are other higher-risk tasks carried out by supporting services such as property and grounds maintenance using powered machinery to cut and drill, however adequate controls and safe systems of work are in existence and so injuries are rare.

a supporting staff member/**Headteacher**. The name of the child, dose and instructions should be clearly marked on the container.

7.5.4

recorded, including if the child/young person has refused to take it and signed by 2 medication trained staff.

7.7.4 If pupils refuse to take medication, school/college staff should not force them to do so. The school should inform the child's parent/guardians as a matter of urgency. The school/college should call and ask for advice from NHS direct by calling 111 or contact the emergency services where required.

