Approved by: TLT The Loddon Foundation Ltd



Owned by: CSLL First Aid

## First Aid

The Loddon School employs a School Nurse and there is always at least one First Aider on duty. A list of qualified First Aiders is displayed in the Main Office and in all key areas.

This Policy will summarise the arrangements and measures for the management of First Aid in the School:

- 1. It is policy within the Loddon School that all designated 'on-call' staff are qualified First Aiders.
- 2. In the event of a child or staff member sustaining slight injury as a result of an accident, minor First Aid treatment should be administered.

## FIRST AID KITS ARE AVAILABLE:

- Outside the Education and Care Office
- Kitchen (Main House)
- Surgery (Main House)
- On-call Room
- Leisure Barn (near photocopier)
- Communication Room (School)
- St Michael's Kitchen
- Kingfishers
- Kestrels
- Eagles
- Falcons
- Swimming Pool
- Paddocks
- Workshop
- All School Vehicles and Minibuses
- 3. The contents of all kits will be checked on a six monthly basis by designated staff and replenished as needed. The kits in Kestrels, Kingfisher, Eagles and Falcons are checked on a monthly basis.
- 4. All incidents requiring First Aid must be entered into the Accident Book and relayed to School the Nurse if a child is involved.
- 5. If immediate First Aid does not resolve the problem then the person concerned should be referred as follows:

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5.1. Visitors - refer to the Accident & Emergency Department of Hampshire Hospitals NHS Foundation Trust

6. Staff members who treat visitors must first obtain their consent and are reminded that they are professionally accountable for their own actions and are not acting for or on behalf of the School.

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