

Special Edition Newsletter First Aid

First Aid Lead

Hello, my name is Miss Peterkin and it is my pleasure to introduce myself as the Medical Lead.



It is my responsibility to ensure that our systems are maintained to the highest standard, and I am very proud of the way first aid is managed here. We strive to ensure that all children are treated with the utmost care, compassion and affection when receiving first aid.

Pupil First Aiders

Pupil First Aiders are voted because their class members believe them to be caring, sensible, kind and helpful people.

The role, alongside a staff member, will be to assist with simple first aid duties and tasks such as:

- Being supportive to an injured child
- The collection and distribution of first aid boxes, bum bags, hi-vis jackets and first aid supplies such as plasters and gloves
 - Help to stock take

Pupil first aiders **will not:**

- Administer medicines
- Treat an injured child
- Log any injuries.

As we know at school accidents can happen; which is why we ensure we have a number of certificated first aiders on hand to cope with any unforeseeable injuries. Having staff who are equipped with first aid, helps to enhance the health and safety of everyone within the school.

Each classroom has their own first aid box which I check regularly and replenish immediately with the help of the pupil first aiders. Extra supplies are held in the medical room if needed.

At break and lunchtimes, each staff first aider on duty wears, a high viz jacket and carries a green bum bag. The bag contains foil blankets, mouth shields, gauzes, bandages, plasters and medical wipes – everything we need to treat an injury.

We are able to confidently treat cuts, bruises and minor head injuries.

In cases where children need to be treated for major cuts, nose bleeds or head injuries, we have a medical room manned with a trained first aider. They will ensure the correct procedures are always followed.

All head bump injuries are logged; parents/carers are called or emailed, informed of the injury and given the option to come and collect their child or let them remain in school if written permission has been given. The pink head injury advice sheet explains clearly signs and symptoms to look out for. If your child sustains a head injury, a white first aid wrist band is also placed on the child so that parents and after school club are aware the child has received first aid during the school day. A copy of all paperwork is also given to the child to take home.

All other minor injuries are cleaned and logged and parents are not always informed. However, paperwork and wrist bands are still given.

If you have any medical enquiries or concerns please email me on medical@stillnessjs.lewisham.sch.uk

Medication

It is really important that medication is kept up-to-date in school whether short term or long term.

We send notifications via email two months before medications are due to expire, but it is essential that parents also keep up to date with their child's medication.

All medication must be clearly labelled from the pharmacy/doctor with your child's:

- ✓ Full name in original packaging/box
 - ✓ Date of birth
 - ✓ Medication expiry date.

We will not be able to give any medication without this information.

A Notification of Medication Form should also be completed along with any care plans or any other information about the medication from the Doctors and given in to the office or emailed to medical@stillnessjs.lewisham.sch.uk.

If your child no longer requires medication or does not need to be on the allergies list, please let us know and provide us with a letter from the Doctor so we can update our systems.

We are only able to give children age related Calpol and Antihistamine if parents have signed the permission form. Please ask at reception for a form.

Your child will receive a white wrist band if they have been treated for first aid. However, there may be times when you will receive a telephone call. We will always call home for any head or facial injuries, anything above the shoulders, vomiting, nose bleed or if we generally feel that your child is unwell. If your child has vomited we will ask you to collect them and keep them home for **48 hours** in line with our school policy.



We are extremely proud to be one of the first schools in Lewisham to achieve an Asthma Friendly School status this year. This is a fantastic achievement and reflects our strong commitment to creating a safe, supportive environment for children and staff with asthma.

Our two Asthma Champions, Miss Peterkin and Mrs Kelly, will continue to refresh staff training each year and will be hosting further asthma workshops with the nurse from the Lewisham Asthma Team in the new academic year. More information to follow.



6 Rights of Administration

Right *Person*

Right *Time*

Right *Medicine*

Right *Route*

Right *Dose*

Right *to Refuse*

You can read in full our Administering Medication Policy which is available on our school website:

www.stillnessjs.lewisham.sch.uk