



Grey Street Primary School Policy

Grey Street
Primary School Traralgon

First Aid

**Reviewed by
School Council Policy
Sub Committee:** **June 2019**

Next Review: **June 2023**

Our purpose is to empower resilient learners to think critically, actively problem solve, be respectful and positively contribute to their world.

At Grey Street that means that we are all active and resilient learners, who learn in different ways. We challenge and support each other with our learning through setting goals, working persistently, problem solving, using feedback and reflecting on our progress. We value a culture of collaboration and mutual support that is focused on achieving success for all staff, students and members of the school community.

At Grey Street Primary School we are committed to maintaining a safe and inclusive environment for everyone, everywhere, all of the time.

PURPOSE

To ensure the school community understands our school's approach to first aid for students.

SCOPE

First aid for anaphylaxis and asthma is/are provided for in our school's:

- *Anaphylaxis Policy*
- *Asthma Policy*

POLICY

From time to time Grey Street Primary School staff might need to administer first aid to students at school or school activities.

Parents/carers should be aware that the goal of first aid is not to diagnose or treat a condition.

Staffing

The principal will ensure that Grey Street Primary School has sufficient staff with the appropriate levels of first aid training to meet the first aid needs of the school community.



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Grey Street Primary School's trained first aid officers are:

2019 12 th Mar	Julie Hunt First Aid	Angela Brown Admin	Bri Simpson Prep	Kirsten Greenslade Year 2	Charlotte Missen Year 6
2019 9 th May	Kassey Bordonaro Admin	Jo Hayes Prep	Sarah Blythman PE	Colleen Harriman Year 3	
2018	Samantha Cavanagh PE	Kylie Marshall Yr 1	Makayla Ainsworth Yr4	Anthony Graham Yr 6	
2017	James Curwood Yr 5	Alyce Murphy Yr 3	Rochelle Briggs (Yr 2)	Val Orchard (Yr 3)	Lisa Driver (Prep)

First aid kits

Grey Street Primary School will maintain:

- A major first aid kit which will be stored in the First Aid Room.
- 10 portable first aid kits which may be used for excursions, camps, or yard duty. The portable first aid kits will be stored:
 - First Aid Room

Julie Hunt will be responsible for maintaining all first aid kits.

Care for ill students

Students who are unwell should not attend school.

If a student becomes unwell during the school day they may be directed to the first aid room and monitored by staff. Depending on the nature of their symptoms, staff may contact parents/carers or an emergency contact person to ask them to collect the student.

First aid management

If there is a situation or incident which occurs at school or a school activity which requires first aid to be administered to a student:

- Staff who have been trained in first aid will administer first aid in accordance with their training. In an emergency situation, other staff may assist in the administration of first aid within their level of competence.
- In a medical emergency, staff may take emergency action and do not need to obtain parent/carer consent to do so. Staff may contact Triple Zero "000" for emergency medical services at any time.



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- Staff may also contact NURSE-ON-CALL (on 1300 60 60 24) in an emergency. NURSE-ON-CALL provides immediate, expert health advice from a registered nurse and is available 24 hours a day, 7 days a week.
- If first aid is administered for a minor injury or condition, Grey Street Primary School will notify parents/carers by sending a note home to parents/carers or phone call.
- If first aid is administered for a serious injury or condition, or in an emergency situation, school staff will attempt to contact parents/carers or emergency contacts as soon as reasonably practical.
- If staff providing first aid determine that an emergency response is not required but that medical advice is needed, school staff will ask parents/carers, or an emergency contact person, to collect the student and recommend that advice is sought from a medical practitioner.
- Whenever first aid treatment has been administered to a student Grey Street Primary School will:
 - record the incident on CASES21
 - if first aid was administered in a medical emergency, report the incident to the Department's Security Services Unit on 03 9859 6266.

In accordance with guidance from the Department of Education and Training, analgesics, including paracetamol and aspirin, will not be stored at school or provided as a standard first aid treatments. This is because they can mask signs of serious illness or injury.

REVIEW CYCLE

This policy was last updated in June 2019 and is scheduled for review in June 2023.