



FIRST AID POLICY

Meán Scoil Mhuire Longford

Chairperson: Ms. Karen Clabby

Acting Principal: Ms. Mairéad Lyons

Date: 29th November 2023

First Aid Policy

Introduction

Care of people and concern for their welfare are integral to the ethos of Meán Scoil Mhuire. Our school is committed to ensuring, so far as is reasonably practicable, the health, safety and welfare of all employees, student and others who are legally present on our premises and in our workplace. First Aid is the initial assistance or treatment given to someone who is injured or suddenly taken ill.

Purpose

The purpose of First Aid is to ensure that any immediate danger and discomfort is alleviated. This policy is a guide to the provision of First Aid in Meán Scoil Mhuire. It outlines our responsibility in providing adequate and appropriate First Aid to pupils, staff, parents and visitors and the procedures in place to meet that responsibility. Any First Aid rendered by the school is intended to be of a temporary nature and to be the minimum level of care. Any further diagnoses or extended care should be passed on to medical professionals. Injuries should be fully examined by Parents/Guardians when students arrive home.

Aims and Objectives

- The aim of First Aid is to preserve life, to prevent harm and to promote recovery.
- To comply with First Aid legislation outlined in the Safety, Health and Welfare at Work (General Applications) Regulations 2007.
- To ensure that First Aid provision is available at all times while students and staff are on the school premises, and also off the school premises whilst on school trips and extracurricular activities.
- To appoint the appropriate number of suitably trained people as First Aiders to meet the needs of the school.
- First Aiders operate under the qualification structures and procedures of the Irish Red Cross.
- To provide sufficient and appropriate supplies for treating injuries.
- To keep accident records and to report to the Health and Safety Authority (HSA) any accidents or occurrences which are required under the legislation.

Awareness of Medical Needs

Parents are requested to inform the school of any medical condition or allergy from which their daughter may suffer and any medications that she may need to take during school hours. All relevant information is retained on the student's personal file. It is the parent's responsibility to notify the school of any changes in existing medical conditions. Please refer to the Administration of Medicines Policy on the school website, www.scoilmhuirelongford.ie

First Aid Procedures

First Aid will be administered in line with current Irish Red Cross Guidelines and Training..

First Aid Boxes

Below are the locations for the First Aid Boxes in the school:

Staffrooms – Staff First Aid Box and Travel First Aid Kit

Main Office

Dining Hall

Kitchen

Science Laboratories

Art Rooms

Office- Turners

Names of First Aiders

Chrissie Hardiman

Mary Killian

Michelle Mc Morrow

Linda Nolan

Clare O'Donnell

Lynn Wright

The contents of the First Aid kits will be checked on a monthly basis and to replenished when necessary.

Personal Protection

First Aiders are to assume that all blood and other body fluids are infectious and are are of standard precautions in relation to managing blood and other body fluids, including wearing gloves when administering first aid.

Cross infection is managed while providing first aid by wearing gloves and washing hands with soap and water before and after contact with an ill or injured person, after contact with

blood and/or other body fluids or contaminated items when protective gloves are removed. Alcohol based hand wash or equivalents may be used when soap and water are not available.

Record Keeping

All accidents/injuries are recorded in the Accident Report Book. The accident Report Book records the date and time of accident, witnesses, nature of injuries, and a brief description of the circumstances of the accident, name of person providing first aid, actions taken, referral arrangements and contact with parents/ guardians .

Defibrillators

Cardiac arrest is the sudden loss of normal heart function. A victim of cardiac arrest will be unconscious, unresponsive and not breathing normally.

CPR provides rescue breathing and chest compression to someone who has collapsed, unresponsive and is displaying no signs of life. CPR can help maintain a vital blood and oxygen supply to the heart and brain until more advanced care can be given.

A defibrillator (AED) is a device that delivers an electric shock to a victim of cardiac arrest, in order to help restore the normal function of the heart.

Use of AEDs

- AED's are only for use on victims of sudden cardiac arrest, when the patient is unconscious, unresponsive and there are no signs of life.
- AED's should only be used by trained staff that holds a relevant First Aid Certificate.
- Standard procedures as outlined in the relevant courses shall be followed while using the AED.
- Emergency protocol should be activated where use of the AED is required.

Location

The AED in Meán Scoil Mhuire is located inside the staff entrance to the Senior building.

The AED kit contains the following items:

- AED unit with pads
- Spare defibrillator pads in a sealed package
- Paramedic shears/scissors
- Disposable gloves
- Pocket face mask
- Razor
- Clinical waste bag
- CFR report card

CPR and defibrillation shall be provided as appropriate until the emergency services or other competent medical authority arrive to assume responsibility.

Staff Training

The Board of Management and the senior management team are committed to promoting and facilitating the participation of school staff in continuing professional development programmes essential to ensuring the health, safety and welfare of the school community in Meán Scoil Mhuire e.g. regular opportunities First Aid and CPR training is offered for staff, TY first Aid course etc.

Review, Assessment and Evaluation

The First Aid Policy will be evaluated on an ongoing basis by the First Aid team and will be reviewed in collaboration with all the partners at least every two years as the present First Aid qualifications come up for renewal.