



First Aid Policy

October 2019 - 2020

Abu Bakr Islamic School

FIRST AID POLICY

INTRODUCTION

This policy outlines Abu Bakr Islamic School's responsibility to provide adequate and appropriate first aid to pupils, staff, parents/carers and visitors and the procedures in place to meet that responsibility. The policy is reviewed annually.

AIMS

- 1) To identify the first aid needs of the School in line with the Management of Health and Safety at Work Regulations
- 2) To ensure that first aid provision is available at all times while people are on school premises, and also off the premises whilst on school visits.

OBJECTIVES

- 1) To provide sufficient and appropriate resources and facilities
- 2) To keep accident records and to report to parents any accidents that may occur during the hours of operation.
- 3) Teachers and other staff are expected to do all they can to secure the welfare of the pupils.
- 4) The Appointed Person need not be a First Aider but should have undertaken emergency first aid training.

They will:

- 5) Take charge when someone is injured or becomes ill
- 6) Look after the first aid equipment e.g. restocking the first aid boxes
- 7) Ensure that an ambulance or other professional medical help is summoned when appropriate.

PROVISION

The Head Teacher or nominated person will consider the needs of the students within specific times, places and activities when deciding on their provision.

In particular they should consider:

- 1) Off-site activities
- 2) School trips
- 3) Adequate provision in case of absence, including trips
- 4) Special events such as Eid Parties.

First Aiders

Given the size of Abu Bakr Islamic School and the frequency of its operations (four hours per week) the recommended number of certified first Aiders is one (01) –

Named First Aider: Zarah Abdullahi

Appointed First Aider: Dr. Sobia Khan

First-aid materials, equipment and facilities

- 1) All first-aid containers must be marked with a white cross on a green background
- 2) First aid containers must accompany teachers on outdoor activities

Responsibility for checking and restocking the first-aid boxes:

- 1) In school, the head teacher or nominated person
- 2) On buses, the teacher or person organising the trip or activity
- 3) For off-site outdoor activities, nominated person for that particular activity.

First Aid Boxes

First Aid boxes should be made of suitable material and provide protection for the contents as far as possible from damp and dust. Boxes should contain only suitable quantities of first aid materials and nothing else

For most cases suitable quantities would be:

ITEM	QUANTITY
Guidance card	1
Individually wrapped sterile adhesive dressing	10
Sterile eye pads and attachments	2
Triangular bandages	2
Safety pins	4
Medium size sterile unmedicated dressings	2
Large sterile unmedicated dressings	1
Extra large sterile unmedicated dressing	1

Other items

- A supply of disposable latex gloves and apron.
- Disposable yellow plastic bags for the disposal of dressing, gloves and aprons etc...
- Protective resuscitation Aid.