



# FIRST AID

## PURPOSE

While the school aims to have a safe secure environment, there are instances where injuries will occur. Injured people will be provided with immediate quality first aid.

## GUIDELINES AND IMPLEMENTATION

- Staff members administering first aid will be qualified to a Level 2 standard and will maintain this qualification
- Staff members will be provided with regular opportunities to upgrade first aid qualifications.
- All staff will undertake CPR training on a yearly basis.
- All staff will undertake Asthma Management, Anaphylaxis Management and Sunsmart training on a regular basis.
- Trained staff members will follow the schools first aid protocols.
- There will be a separate Asthma Management policy.
- A list of children with medical conditions will be displayed in a secure place in the first aid room.
- Lists of all children's emergency contact numbers will be kept and updated on a regular basis.
- A list of appropriate emergency services will be on display in the first aid room.
- A first aid injury record will be maintained in addition to DEECD requirements.
- First aid supplies will be regularly checked and restocked as necessary.

## EVALUATION OF POLICY

This policy will be reviewed as part of the school's cyclic review of well-being related policies.

**Adopted by School Council – May 2012**

