

COVID 19 Addendum First Policy

COVID 19

This addendum was created in June 2020 and will be updated as and when necessary, in line with both local and national guidance regarding the COVID 19 pandemic. This addendum aims to clarify practice around providing First Aid treatment to be carried out for pupils on-site during the pandemic.

Introduction

The First Aid policy supports that we treat every child with respect and dignity, create a safe environment for all pupils and staff and take a holistic approach to health care. This addendum policy has been created in line with DfE guidance: Safe Working in Education, May 2020.

First Aid arrangements

All schools must use their best endeavours and ensure that a Paediatric First Aid (PFA) trained member of staff on-site. If this is not possible, then advice needs to be sought from either the CEO or a senior member of central team to determine the best course of action, which may include, schools running with a first aider on-site instead of a paediatric one, for a limited number of days. The schools PFA arrangements will be outlined in individual school's risk assessments, as per DfE guidance: Planning guide for early years and childcare settings, May 2020.

Keep yourself safe

The health, safety and well-being for all staff who administer first aid treatment is of the utmost importance. In line with government advice, first aiders **must** wash their hands or use an alcohol gel, before and after treating a casualty, plus also ensure that you don't cough or sneeze over a casualty when they are being treated.

Furthermore, it is important not to lose sight of other cross contamination, which could occur that is not COVID 19 related. Therefore, First Aiders should always, as a minimum:

- Wear gloves or cover hands when dealing with open wounds
- Cover cuts and grazes on their own hands with waterproof dressing
- Dispose of all waste safely
- Not touch a child or young person's wound with their bare hand
- Not touch any part of a dressing that will come in contact with any open wound.

Administering first aid when social distancing

Understandably, social distancing will not be possible when administering first aid treatment. Therefore, social distancing exceptions will be applied in order to deliver medical assistance to an injured or ill child.

Staff should assess the level of PPE required when dealing with any first aid treatment or medical issues, unless the child or young person is presenting with signs or symptoms of Coronavirus. In these circumstances, staff **must** wear full PPE (refer to *'What should be done if a child or young person becomes unwell with symptoms of coronavirus and needs to be cared for until they can return home?'*)

For any emergency situation, call 999 if the child or young person is seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.

Informing parents/carers of first aid treatment

In order to contain the spread of the virus, the system of issuing parents/carers with an 'Accident/Incident' slip will be temporality suspended. However, the school **must** still communicate any accident or injury with parents/carers either via telephone, parent communication service or at the end of the school day. A record of when (date and time) parents/carers were informed **must** be retained, including the method of communication. In relation to head injuries, the internal recording system **must** still be completed and parents/carers informed, as soon as practically possible. All accidents, incidents or 'near misses' must still be logged onto the internal system – 'We Are Every'.

What should be done if a child or young person becomes unwell with symptoms of coronavirus and needs to be cared for until they can return home?

If anyone in the school setting becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell, they must be sent home and advised to self-isolate for a minimum of 7 days. If a child/young person needs collecting by parents/carers, they should be moved, if possible, to the identified room where they can be isolated behind a closed door, with appropriate adult supervision. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people. If they need to go to the bathroom while waiting to be collected, they should use a separate toilet, if possible. After use, the toilet should be cleaned and disinfected using standard cleaning products before being used by anyone else. PPE should be worn by staff caring for the child while they await collection, if direct personal care is needed, and a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).

If a member of staff has helped someone with symptoms they do not need to go home unless they develop symptoms themselves. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people.

Monitoring and review

This policy has been issued to provide advice and guidance on managing First Aid effectively, as school commence re-opening. It is not possible to provide guidance on every eventuality and therefore, staff should be encouraged to use their professional judgements and/or seek advice from a member of senior leadership or other designated member of staff, if required.

This policy will remain under constant review until such times where is it no longer required.

Other related policies

This addendum is for use during the Covid-19 partial school closure, and should be used and read in conjunction with policies such as: the Child Protection/Safeguarding, First Aid, Health and Safety, Intimate Care, Physical Intervention, Special Educational Needs and Supporting Children with Medical Needs, plus individual school's risk assessments.