



Colo Heights Public School

Accident and First Aid

Policy Statement

Last revision: 2005

Rationale

Colo Heights PS makes every effort to minimise accidents to students and to have an appropriate plan of action when accidents occur.

Aims

- To minimise the risk of accidents to students
- To ensure that all staff and students are aware of the correct procedures to be followed after an accident

Implementation Strategies

- Play safe rules taught, enforced and regularly reinforced for all students
- Ill or injured children will be dealt with in line with this school's set procedures for the administration of first aid
- A designated first aid officer will be called on to attend to students who are ill or involved in an accident
- In the absence of the first aid officer, a teacher will be responsible for providing first aid and contacting appropriate medical authorities and parents where necessary
- Staff will ensure that first aid qualifications are kept up to date
- Notification of accident / illness report to be completed
- Serious accidents requiring medical aid must be thoroughly investigated and recorded on an accident report
- Records regarding student medical conditions and emergency contacts will be kept and be easily accessible by all staff
- Pictures and medical information regarding students with life-threatening medical conditions will be displayed in a prominent place for staff. All staff will be made aware of these students and appropriate first aid procedures

Required Resources

- First aid kit
- Asthma emergency kit
- Medical information and contacts
- Register of medications
- Medicine administration form