

## VILLIERS PRIMARY SCHOOL

### INFECTIOUS DISEASES COVID-19 | First Aid

updated 01.09.21 (DM) – version 1.6

\*Please note that this is a dynamic risk assessment which will be reviewed daily in line with updated guidance or changes to procedure.

Significant Hazards	Persons Affected	Controls	Risk Rating	Action Required	Action By & Date
<p>Insufficient first aid materials or trained persons in an emergency due to number of staff available to be in school as a consequence of self-isolation, illness or an underlying condition.</p>	<p>Pupils Staff Visitors</p>	<p>There is no hazardous or high-risk activities/equipment/plant etc. within the school that would cause fatal or disabling injuries when used as instructed/appropriately.</p> <p>The response time for an ambulance/for persons to reach the hospital is estimated at 10 minutes. <b>(Likelihood of ambulance being sent due to breathing difficulties is increased by calling 999).</b></p> <p>The school has a sufficient number of first aiders:</p> <ul style="list-style-type: none"> <li>• Full 12hr Paediatric First Aid Certificate are present throughout school</li> <li>• Three Emergency First Aid at Work Certificate are present.</li> </ul> <p>Regular refresher training is undertaken prior to expiry date by the nominated first aid personnel to ensure competence/knowledge is up to date. A first aid list is displayed in the school. First aid kits available. First aid provision is checked on a weekly basis by class teacher and by a nominated person monthly who will record these checks, and any used stock is replenished.</p>	<p style="text-align: center;">Low</p>	<p>(Activities to be further reduced that could increase risk of accidents during this period).</p>	<p>School / Year group staff during lesson..</p>

		A 999 call will be made for any serious injuries that are beyond the capabilities of the trained first aid persons.			
Insufficient trained First Aiders in an emergency due to number of staff available to be in school as a consequence of self-isolation, illness or an underlying condition.	Pupils Staff Visitors	<p>There is a sufficient number of first aiders to provide first aid treatment for the number of staff and pupils in the school, at all times.</p> <p>There are <b>26</b> members of staff who have First Aid at Work.</p> <p><b>25</b> staff have Paediatric First Aid (12 hour)</p> <p><b>4</b> staff have Emergency First Aid (6 hour)</p> <p>Sufficient first aiders to provide cover for holidays, illness etc.</p> <p>All staff are aware of how to summon first aid assistance.</p> <p>Accident forms are used to record serious incidents.</p> <p>There must be no illegal items in the first aid kits i.e. Aspirin, Paracetamol, creams etc.</p> <p>Lists of First Aiders displayed around school.</p> <p>Further details available from H&amp;S Lead.</p> <p>Continue to follow the most recent information from the Government / guidance from Health Protection Team (HPT) &amp; Public Health England (PHE), this guidance obviously takes precedence.</p>	Low	Daily staffing check to ensure levels.	H&S Lead / HT to ensure this is monitored daily.
First Aid – minor treatment	Staff Children	<ul style="list-style-type: none"> <li>Where minor first aid treatment is required First Aiders must ensure they wear gloves and a face covering when dealing with injuries. Consider visor and apron where necessary.</li> <li>Wear face covering &amp; gloves when in close contact or dealing with bodily fluids.</li> </ul>	Medium	<p>Ensure protocol is followed.</p> <p>Ensure PPE is available. Do not proceed without.</p> <p>Parents/carers advised to not send</p>	<p>FA staff during event.</p> <p>HT via communication letter.</p>

		<ul style="list-style-type: none"> <li>• Where possible (age and maturity of child) ask them to wipe away any blood or hold cold compresses etc.</li> <li>• Ensure records of injury and treatment are recorded onto ScholarPack and a medical slip sent home with the child.</li> <li>• Always wash hands after contact.</li> <li>• All medical waste to be double bagged and placed in designated bin in the medical room.</li> </ul>		child to school who has any symptoms/complaints of any type of illness.	
First Aid – Major/Life threatening	Staff Children	<ul style="list-style-type: none"> <li>• In the event of a serious injury or incident call 999 immediately.</li> <li>• Wear face covering &amp; gloves when in close contact or dealing with bodily fluids.</li> <li>• In the event of CPR being required, it is advised only chest compressions are given and use of a defib if available. (Possible 5 rescue breaths for a child).</li> <li>• Always wash hands after contact.</li> <li>• All medical waste to be double bagged and placed in designated bin in the medical room.</li> </ul>	Medium	Ensure protocol is followed. Ensure PPE is available. Do not proceed without.	FA staff during event.
Administration of Medication	Staff Children	<ul style="list-style-type: none"> <li>• Where any medications are administered try and encourage the pupils to self-administer or consider wearing a face covering (always refer to up to date information from gov.uk)</li> </ul>	Medium		
Intimate Care	Staff Children	<ul style="list-style-type: none"> <li>• When staff are carrying out any intimate care they must:</li> <li>• Wear Gloves</li> <li>• Wear an apron</li> <li>• Wear a mask</li> <li>• Wear a visor</li> <li>• Nappies, wipes etc. must be double bagged and placed into a bin (preferably a closed bin)</li> </ul>	Medium	Ensure protocol is followed. Ensure PPE is available. Do not proceed without.	FA staff during event.

		<ul style="list-style-type: none"> <li>• Soiled clothes to be double bagged and given to Parents on collection of child.</li> <li>• Staff must wash their hands once gloves and masks are removed</li> <li>• Record all intimate care carried out.</li> </ul>			
Clinical Waste from potential or confirmed COVID-19 cases	Staff Cleaners Refuse Workers	<p>Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues):</p> <ul style="list-style-type: none"> <li>• Should be put in a plastic rubbish bag and tied.</li> <li>• The plastic bag should then be placed in a second bin bag and tied.</li> <li>• It should be put in a suitable and secure place and marked for storage until the individual's test results are known.</li> <li>• Waste should be stored safely and kept away from children. You should not put your waste in communal waste areas until negative test results are known or the waste has been stored for at least 72 hours. <ul style="list-style-type: none"> <li>➤ if the individual tests negative, this can be put in with the normal waste</li> <li>➤ if the individual tests positive, then store it for at least 72 hours and put in with the normal waste</li> </ul> </li> <li>• If storage for at least 72 hours is not appropriate, arrange for collection as a Category B infectious waste either by your local waste collection authority if they currently collect your waste or otherwise by a specialist clinical waste contractor. They will supply you with orange clinical waste bags for you to place your bags into so the waste can be sent for appropriate treatment.</li> </ul>	Medium	If a case arises, agree a designated location for temporary storage of items.	Location to be agreed with Site Manager, H&S Lead & HT at time of incident.

