Accidents and First Aid

Rationale:
The main purpose of this policy is to make every effort to minimise accidents to students and to have an appropriate plan of action when accidents occur.

Focus of this Policy
- Student Welfare

Goals:
- 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.

Student Outcomes:
- Students will play and work safely within the school environment and off-school-site activities (eg. excursions and sporting activities).

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.

Resources/Supporting Material/Budget Requirement:
- First aid kit
- Asthma emergency kit
- Medical information and contacts
- Register of medications
- Medicine administration form
- Accident reporting package