

## **First Aid Policy**

### **Appointed person(s) and first aiders**

The provision will ensure that there is at least 1 trained paediatric first aiders on site at all times. The duty first aider will ensure that all other adults are aware of their role and responsibility.

They are responsible for:

- Taking charge when someone is injured or becomes ill
- Ensuring there is an adequate supply of medical materials in first aid kits, and replenishing the contents of these kits
- Ensuring that an ambulance or other professional medical help is summoned when appropriate

First aiders are trained and qualified to carry out the role and are responsible for:

- Acting as first responders to any incidents; they will assess the situation where there is an injured or ill person, and provide immediate and appropriate treatment
- Sending pupils home to recover, where necessary
- Filling in an accident report on the same day, or as soon as is reasonably practicable, after an incident
- Notifying the parent carers of any first aid incidents and when required will contact HSE to report incidents.

