

Saol Christian School First Aid Policy

Saol Christian School is committed to providing a safe and healthy environment for pupils, staff, and visitors. This policy outlines the arrangements for first aid provision in accordance with the school's duty of care and relevant legislation.

1. Legal Basis and Governance

This policy is informed by the Safety, Health and Welfare at Work Act 2005 and the school's common law duty of care. Saol Christian School is governed by the School Administrator, who holds overall responsibility for health and safety compliance. The Management Team (Headteachers) are responsible for the day-to-day implementation of this policy.

2. Aims of the Policy

The aims of this policy are to ensure that:

- Appropriate first aid is available to pupils, staff, and visitors
- Injuries and illnesses are managed promptly and appropriately
- Staff understand their responsibilities in relation to first aid
- Records are maintained in line with data protection requirements

3. First Aid Provision

The school ensures that suitably stocked first aid boxes are available on site and that a sufficient number of staff are trained in basic first aid. First aid supplies are checked regularly and replenished as required.

4. Administration of First Aid

First aid is administered only by trained staff and is limited to the scope of their training. Staff do not diagnose conditions or administer medication unless authorised under a separate policy.

5. Accidents and Record Keeping

All accidents and incidents requiring first aid are recorded in the school's accident log. Records are maintained securely and retained in accordance with the school's Record Retention Schedule and Data Protection Policy.

6. Pupils with Medical Needs

Where a pupil has known medical needs, appropriate care plans will be developed in consultation with parents/guardians. Staff are made aware of relevant information necessary to ensure the pupil's safety.

7. Safeguarding and Emergency Situations

Nothing in this policy overrides the school's Child Safeguarding Statement. In emergency situations, emergency services will be contacted immediately. Parents/guardians will be informed as soon as practicable.

8. Review and Approval

This policy is reviewed periodically and approved by the School Administrator. It will be reviewed at least every two years or sooner if required.

Approval

This First Aid Policy was approved by the School Administrator of Saol Christian School and is effective from the date of adoption.