



**RAINFORD  
HIGH**

PART OF RAINFORD ACADEMIES TRUST

# **Medical and First Aid Procedures Rainford High – Covid 19**

## **Everyone Matters**

We expect our community to be polite and respectful

## **Everyone Helps**

We expect our community to make sensible choices

## **Everyone Succeeds**

We expect our community to work hard

<b>Policy Owner</b>	Medical Lead
<b>Scope of the Policy</b>	This policy applies to all of the school community
<b>Last reviewed by trustees</b>	<b>September 2021</b>
<b>Next review due</b>	<b>September 2022</b>
<b>Summary of key changes</b>	Includes COVID-19 Information

# Medical and First Aid Procedures Rainford High – Covid 19

## Unwell students / Symptoms of Covid 19

Staff should assess the situation to see whether they need to be sent to Pastoral staff to be sent home.

### The main symptoms of coronavirus are:

-high temperature – this means you feel hot to touch on your chest or back

Staff must check this using the digital thermometers available on site to confirm. Anything above 37.8 degrees is classed as a fever and students should be sent home and referred for testing.

- new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)

loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

**Most people with coronavirus have at least one of these symptoms.**

If a student needs to be collected by a parent, they must be escorted to the waiting area in Reception by a staff member using social distancing. In the event a student needs observing whilst waiting in Reception to leave site, the First Aider attending to the student must remain with them until they are collected.

In the event that a student displays symptom of Coronavirus, they must be instead isolate alone (staff member to remain outside the door) in The Medical Room until they are collected. In the event that the Medical Room is unavailable due to necessary medical procedures etc., students must instead isolate in the foyer area.

This must all be logged on SIMs in line with standard practise and email notification sent to [SENCO@rainford.org.uk](mailto:SENCO@rainford.org.uk) along with [a.marsh@rainford.org.uk](mailto:a.marsh@rainford.org.uk) and the Year Team of the students must be copied in too and attendance.

The sign to notify that someone is isolating must be displayed on the door and not removed until a deep clean has taken place by FM. Staff must inform FM Site Staff immediately as the area that the child has been seated in will need cleaning thoroughly as well as The Medical Room once they have been collected. Deep cleaning also takes place across the site at the end of each day. Should a student be sent home with symptoms of Coronavirus, Pastoral staff must communicate that they should refer for Covid testing and should not return to site until a negative result has been obtained.

**They must also inform school should they receive a positive result.**

**We will also liaise with St Helens Authority and Public Health for advice around isolating individuals and groups.**

## **General First Aid**

We will continue to administer First Aid as best we can whilst maintaining social distancing guidelines where possible. A distance of at least 2 metres (6 feet). Promote independence where possible e.g. students can wash their own wounds, put on their own plaster is able to do so. Please use professional judgement here.

If distancing is not possible, refer to this:

## **Management of risk when planning work: The right priorities**



Checklist from Seven steps > Step 3 > Further tools >

Risks should be reduced to the lowest reasonably practicable level by taking preventative measures, in order of priority. The table below sets out an ideal order to follow when planning to reduce risk from construction activities. Consider the headings in the order shown, do not simply jump to the easiest control measure to implement.

<b>1) Elimination</b>	Redesign the job or substitute a substance so that the hazard is removed or eliminated. For example, dutyholders must avoid working at height where they can.
<b>2) Substitution</b>	Replace the material or process with a less hazardous one. For example, use a small MEWP to access work at height instead of step ladders. Care should be taken to ensure the alternative is safer than the original.
<b>3) Engineering controls</b>	Use work equipment or other measures to prevent falls where you cannot avoid working at height. Install or use additional machinery such as local exhaust ventilation to control risks from dust or fume. Separate the hazard from operators by methods such as enclosing or guarding dangerous items of machinery/equipment. Give priority to measures which protect collectively over individual measures.
<b>4) Administrative controls</b>	These are all about identifying and implementing the procedures you need to work safely. For example: reducing the time workers are exposed to hazards (eg by job rotation); prohibiting use of mobile phones in hazardous areas; increasing safety signage, and performing risk assessments.
<b>5) Personal protective clothes and equipment</b>	Only after all the previous measures have been tried and found ineffective in controlling risks to a reasonably practicable level, must personal protective equipment (PPE) be used. For example, where you cannot eliminate the risk of a fall, use work equipment or other measures to minimise the distance and consequences of a fall (should one occur). If chosen, PPE should be selected and fitted by the person who uses it. Workers must be trained in the function and limitation of each item of PPE.

It is not necessary to implement every measure. For example, in the case of a fully boarded and guarded scaffold, workers would not be expected to wear personal fall-arrest equipment.

All incidents requiring First Aid are to be dealt with in the Medical Room where possible.

All First Aiders will be allocated with personal PPE packs which should only be opened when needed to avoid contamination and disposed of after once use. These will be distributed to staff trays in the front office ready for staff to collect at the beginning of their allocated day and returned to trays again at the end of each day.

PPE packs must always be kept on your person along with a radio if you are the First Aider on duty. Replacement equipment will be supplied by THK upon request.

**Please continue to follow other Government advice in relation to First Aid and Covid-19**  
<https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov>

## **Emergencies**

Staff must radio for the First Aider (channel 7) on duty and will be required to give a brief description over radio as to what the First Aid issue is along with their location. The First Aider on duty should always attend the scene in this case.

Any staff member, should act quickly in the event of an asthma attack checking for inhalers on a student's person. Staff are also required to act quickly when a student requires an Epi pen, again check on their person but always also call for First Aid support too.

Individual Health Care Plans continue to be located in paper form in the front office (with a possible spare item of emergency medication is also located for that child) and crib sheets are also linked on the Medical tab of the SEN register and in linked documents on SIMS.

If CPR is required, dial 999 immediately. A face shield is located in the Medical Room cupboard. Please notify THK if used.

## **Continue to follow the same procedures previously in place in school for Head Injuries**

1. Assess the situation.
2. Inform parents. (Use the Priority One contact).
3. Inform the parent that the pupil needs to be collected.
4. Advise parents that medical attention is needed straight away.
5. Complete an online Accident Report form.
6. Input the incident to the school system.

**Please continue to follow normal school procedures in terms of contacting home if students need medical care beyond the First Aid.**