

FIRST AID POLICY 2024

PURPOSE

To ensure the school community understands our school's approach to first aid for students.

SCOPE

First aid for Anaphylaxis and Asthma is provided for in our school's:

- Anaphylaxis Policy
- Asthma Policy

POLICY

From time to time Alamanda College staff might need to administer first aid to students at school or school activities.

Parents/carers should be aware that the goal of first aid is not to diagnose or treat a condition.

Staff:

The College Principal will ensure that Alamanda College has sufficient staff with the appropriate levels of first aid training to meet the first aid needs of the school community.

Our school's trained first aid officers are listed in our Emergency Management Plan (EMP). Our EMP includes the expiry dates of the training and is updated at the beginning of each year and maintained throughout the year.

This list is reviewed on an annual basis as part of the annual review of our Emergency Management Plan.

First aid kits:

Alamanda College will maintain:

- A major first aid kit which will be stored in the office sickbay and the deck sickbay.
- Portable first aid bags which are used yard duty and kept in each classroom.
- Portable first aid bags which are available for camps and excursions.

Staff nurses will be responsible for all first aid kits, ensuring they are managed in accordance with the Department's policy and guidance on first aid kits – refer to [First aid kits](#).

Care for unwell students:

Students who are unwell should not attend school.

If a student becomes unwell during the school day they may be directed to the sick bay but the main office or on the deck and monitored by staff. Depending on the nature of their symptoms, staff may contact parents/carers or an emergency contact person to ask them to collect the student.



Our school follows the Department's policy and guidance in relation to our first aid room/sick bay area to ensure it is safe, hygienic and appropriately equipped: [First aid rooms and sick bays](#).

First Aid Management

If there is a situation or incident which occurs at school or a school activity which requires first aid to be administered to a student:

- Staff who have been trained in first aid will administer first aid in accordance with their training. In an emergency situation, other staff may assist in the administration of first aid within their level of competence.
- If students are unwell or injured they are to report to their allocated Sickbay if they are unable to be attended to by the yard duty or classroom teacher.
(Main Building Prep, 5,6,7,8,9 and Deck Sickbay 1,2,3,4 to be seen to by a school nurse.)
- In a medical emergency, staff may take emergency action and do not need to obtain parent/carer consent to do so. Staff may contact Triple Zero "000" for emergency medical services at any time.
- Staff may also contact NURSE-ON-CALL (on 1300 60 60 24) in an emergency. NURSE-ON-CALL provides immediate, expert health advice from a registered nurse and is available 24 hours a day, 7 days a week.

Policy last reviewed	Term 2, April 2024
Approved by	<p>Approval of the Policy: College Principal, Assistant principals, Leadership team and School Council</p> <p>Leadership Team: This policy was placed on the college share drive for teachers to overview and provide feedback.</p> <p>School council approval: _____</p> <p>Date:</p> <p>This policy was paced on the school website with a note for parents to overview and provide feedback Term 2 2024.</p>
Next scheduled review date	Annually as required