



THOMAS BEWICK SCHOOL
AUTOMATED EXTERNAL DEFIBRILLATOR (AED) POLICY
2018-20

Introduction

The purpose of this policy is to provide guidance in the management of a school-based AED programme.

Cardiac Arrest is a condition that occurs when the electrical impulses of the human heart malfunction causing a disturbance in the heart's electrical rhythm. This erratic and ineffective electrical heart rhythm causes complete cessation of the heart's normal function of pumping blood resulting in sudden death. The most effective treatment for this condition is the administration of an electrical current to the heart by a defibrillator.

An AED is used to treat casualties who experience cardiac arrest. It is only to be applied to individuals who are unconscious or unresponsive (without pulse, signs of circulation and normal breathing). The AED will analyse the heart rhythm and advise the operator if a shockable rhythm is detected. If a shockable rhythm is detected, the AED will charge to the appropriate energy level and advise the operator to deliver a shock.

Note: a defibrillator is safe – it will not allow a shock to be given unless the heart rhythm requires it.

The chain of survival

In the event of a cardiac arrest, defibrillation can help save lives, but to be effective it should be delivered as part of the chain of survival.

There are four stages to the chain of survival and these should happen in order. When carried out quickly they can drastically increase the likelihood of a person surviving a cardiac arrest. They are:

- early recognition and call for help. Dial 999 to alert the emergency services. The emergency services operator can stay on the line and advise on giving CPR and using an AED;
- early CPR – to create an artificial circulation. Chest compressions push blood around the heart and to vital organs like the brain. If a person is unwilling or unable to perform mouth-to-mouth resuscitation, he or she may still perform compression-only CPR;
- early defibrillation – to attempt to restore a normal heart rhythm and hence blood and oxygen circulation around the body. Some people experiencing a cardiac arrest will have a 'non-shockable rhythm'. In this case, continuing CPR until the emergency services arrive is paramount;
- early post-resuscitation care – to stabilise the patient.

If initiating the chain of survival becomes necessary the senior member of staff present should ensure that all pupils in the area are moved to an alternative area of school.

The person administering CPR should not leave the casualty unless absolutely essential. The AED will be brought to the scene by a member of the admin team and a trained staff member will be summoned to the scene. If no trained member of staff is available any staff member can use the AED.

The ambulance service will be contacted by a member of the admin team after an AED has been used and make arrangements for the stored data to be downloaded. Therefore, the machine should not be turned on and off unnecessarily as this could potentially erase the data.

The first aiders will ensure the AED is ready for use again by replacing pads and other consumables as required and ensure it is not displaying any warning lights or messages. On the Primary site Michelle Fox will be responsible for ensuring that the equipment and accessories are maintained in readiness. On the Secondary site this role will be undertaken by Sharon Palmer.

Location

Thomas Bewick School owns two AED devices. One is located in the admin area of the Primary Department and one is located in the admin area of the Secondary Department.

Staff should ensure that the local ambulance service is informed of the make, model and location of the AED, and any access arrangements, in order to assist 999 operators and ambulance crews. A note of this information is displayed where the AEDs are stored to ensure that staff have this information to hand when making 999 calls.

Training

AEDs are designed to be used by someone without any specific training and by following step-by-step instructions on the AED at the time of use.

There are 9 members of staff who have received training in the use of the AED and they are identified on the First Aider posters displayed across school. Members of staff who have undertaken First Aid at Work training have also received AED training.

Linked policies and documents

- **Automated external defibrillators (AEDs) – a guide for schools February 2018 (DfE)**
- St John Ambulance FAQs (AEDs)
- Health and Safety Policy

Revision Record of Published Versions			
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J McCreery	02/09/15	1.0	Approved by Premises Committee 09/11/15
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Appendix 1 – resuscitation and CPR action plan



In the event of a cardiac arrest the following protocol should be followed:

- dial 999 to alert the emergency services. The emergency services operator can stay on the line and advise on giving CPR and using an AED – if there is only one person at the scene a member of the admin team will call the emergency service. If there are 2 persons at the scene one of them will call the emergency service. The person administering CPR should not leave the casualty. The AED will be brought to the scene by a member of the admin team and a trained member of staff will be summoned to the scene.
- the senior member of staff present will ensure that all pupils in the area are moved to an alternative area of school;
- early CPR – to create an artificial circulation. Chest compressions push blood around the heart and to vital organs like the brain. If a person is unwilling or unable to perform mouth-to-mouth resuscitation, he or she may still perform compression-only CPR;
- early defibrillation – to attempt to restore a normal heart rhythm and hence blood and oxygen circulation around the body. Some people experiencing a cardiac arrest will have a 'non-shockable rhythm'. In this case, continuing CPR until the emergency services arrive is paramount;
- early post-resuscitation care – to stabilise the patient;
- the ambulance service will be contacted by a member of the admin team after an AED has been used and make arrangements for the stored data to be downloaded. Therefore, the machine should not be turned on and off unnecessarily as this could potentially erase the data.

Appendix 2 – accessories and maintenance

Electrode pads – adhesive pads which are applied to the casualty's chest. They will include a cable for connection to the AED. School has a set of both adult and paediatric pads available. Adult pads should be pre-connected to the AED to ensure device is ready to use more quickly in the event of an emergency.

Scissors – these will enable rescuers to cut away a casualty's clothing if required.

Towel or dry wipes - if the casualty is wet, a towel or dry wipes should be used to dry the chest in order to ensure that the pads are able to adhere properly. Pads need to have good contact with an individual's skin in order to effectively analyse heart rhythm.

Other accessories include – face masks, safety razor, protective gloves

Maintenance

Modern AED's undertake regular self-tests and, if a problem is detected, will indicate this by means of a warning sign or light on the machine. Schools should ensure that they have a procedure in place for the AEDs to be checked for such a warning on a regular basis – no less than weekly, by a designated person and have a method for recording when a check has taken place. These checks will be undertaken by Michelle Fox and Sharon Palmer.

New software updates may need to be applied every 5 years.