

## **Covid19 Addendum - Management of First Aid Treatment**

### **Minor Injuries (such as cut/graze, insect bite, minor nosebleed, sprain/strain):**

- Will be managed in the first instance in the classroom/'bubble' so long as the supervising adult feels comfortable to do so.
- First Aid kits containing basic supplies and plastic gloves are supplied in each classroom.
- All injuries must be recorded on the forms provided in the First Aid kit.
- The supervising adult will wash their hands thoroughly before treating the child.
- If possible, encourage the child to apply their own plaster/cold compress etc depending on age and capability of child.
- If this is not possible, plastic gloves, an apron and face mask/shield should be worn by the supervising adult to treat the child.
- A distance of 2 metres should be maintained at all times if possible.
- All waste should be disposed of in a flip top pedal bin.
- Any surfaces that have been touched must be wiped with antibacterial spray.
- The supervising adult and child must wash their hands thoroughly after the treatment.

### **Injury requiring First Aid Room Medical attention or a bump to the head:**

- The child must be accompanied to the medical room by an adult, maintaining a distance of 2 metres.
- The adult must then notify the Administrator on duty and wait to accompany the child back if necessary.
- The Administrator will wash their hands thoroughly and will put on plastic gloves, face mask and an apron before treating the child.
- The Administrator will assess the injury and treat as required.
- If it is necessary to take a child's temperature, the infrared thermometer should be used.
- The incident must be recorded on the Accident & Illness Record Sheet and the relevant form filled in for a bump to the head.
- Any waste should be disposed of in a flip top pedal bin.
- Any surfaces that have been touched must be wiped with an antibacterial spray.
- The Administrator must wash their hands thoroughly after the treatment.
- The Supervising Adult will take the child back to their classroom if appropriate.

### **Any child showing signs of Covid-19:**

- The child will be taken to the courtyard gazebo by an adult, maintaining a distance of 2 metres.
- The supervising adult will notify the Administrator on duty who will contact the child's parents and ask for the child to be collected from school immediately.

### **Administering Medication In School:**

- Any medication such as inhalers, antihistamine, epi-pens will be kept in the classroom of the child's 'bubble' in a locked cupboard or drawer along with the relevant health care plan for that child.
- The supervising adult will wash their hands thoroughly before helping with the medication.
- If a child is able to administer the medication themselves they should do so.
- If this is not possible, the supervising adult will administer the medication wearing plastic gloves, plastic apron and a face mask. Details of the child, the medication and dosage should be logged on the form provided in the First Aid kit in the classroom.
- If a child has been prescribed antibiotics which require refrigeration, they will be kept in the office and the child will be accompanied to the office by a supervising adult, maintaining a distance of 2 metres. If a child is able to administer the medication themselves they should do so. If this is not possible, the Administrator on duty will administer wearing plastic gloves, plastic apron and a face mask. All surfaces should be wiped with antibacterial spray and the adult should wash their hands thoroughly.

### **In case of emergency:**

- If emergency medical assistance is required, an adult should be sent to the main office.
- The other children in the bubble will be told to remain at their desks/at a distance while the remaining adult tends to the situation.
- The office will react as quickly as possible and will come to the location with a mobile phone (in case a paramedic is required).
- In the unlikely event that CPR is required, phone an ambulance and perform compression CPR. If mouth to mouth ventilation is required use a resuscitation face shield which can be found inside the defibrillator pack in the 'normal' First Aid room.

### **Replenishment of First Aid Stock**

- If stock is running low in the classroom First Aid kits, the Admin Team will be notified.
- When a page of the Accident & Illness Record sheet or Medication form is full it will be returned to the Admin Office to be filed.