



## Addendum 1 - COVID-19 School Arrangements For First Aid Policy And Procedures

**The general principal of our current First Aid policy will remain unchanged:**

We will ensure that appropriate first aid arrangements are in place for our children, staff and any visitors to our school premises. This includes providing sufficiently trained employees for our needs and maintaining an adequate supply of first aid equipment. All injuries major or minor will be logged in the First Aid book.

### Symptoms Of Coronavirus (COVID-19)

- Recent onset of a new continuous cough
- High temperature
- Loss of, or change in, normal sense of taste or smell (anosmia).

### How COVID-19 Is Spread

COVID-19 is most likely to happen when there is close contact (within 2 metres or less) with an infected person. It is likely that the risk increases the longer someone has close contact with an infected person.

Respiratory secretions (droplets) containing the virus are likely to be the most important means of transmission; these are produced when an infected person coughs or sneezes.

It is possible that someone may become infected by touching a person, a surface or object that has been contaminated with respiratory secretions and then touching their own mouth, nose, or eyes (such as shaking hands or touching door knobs then touching own face).

### Suspected Case Of COVID-19

See HPS Flowchart – responding to suspected cases of COVID-19 in pupils and staff members – Appendix 1

- For any child or adult who develops symptoms (i.e. a high temperature, new persistent cough, loss of smell or loss of taste), the head teacher needs be immediately informed (or other SLT member if the HT is not available)
- The child or adult to be isolated to the **“MEDICAL ROOM”** until they are collected or go home. Anyone in contact with the pupil must wear PPE and ensure all windows in the room are opened.
- A specific cleaning protocol is in place for this area after a pupil or adult leaves.
- The disable toilet will only be used by the child or adult with “covid” symptoms to minimise risk of spreading infection

### Sickness / Injury – Non COVID Related First Aid

- Minor incidents requiring first aid to be managed by First Aider in the Bubble – where applicable – gloves and or aprons to be worn
- Where Bubble first aider not available to be sent to Medical Room where first Aider on duty will manage – gloves to be worn at all times
- No more than 2 children at a time will be in the Medical Room, observing 2 metre distancing rule, 1 on chair by window and 1 on bed
- Major incidents requiring first aid will be managed in the Medical room. The room is well ventilated and if contact is required gloves, apron and face mask/visor should be worn

## Personal Protective Equipment (PPE)

Where it is not possible to maintain a 2-metre or more distance away from an individual when providing first aid, PPE (Personal Protective Equipment) is available:

- Disposable gloves
- Disposable plastic apron
- Eye protection (E.g. visor or goggles) if there is a risk of droplets
- Face mask

## Resuscitation Advice

**If an adult is unresponsive and not breathing normally, call 999 or 112 for emergency help and start CPR immediately.**

**Do not leave casualty, before starting CPR, use a towel or piece of clothing and if available a “face shield” and lay it over the mouth and nose of the casualty.**

**Start chest compressions.**

- **Resuscitation face shield should only be used if the decision is made to perform mouth to mouth CPR. See Advice from St Johns ambulance for CPR guidance- Covid 19 update before using the shield.**
- **DO NOT GIVE RESCUE BREATHS**

First Aiders must clean their hands thoroughly with soap and water or alcohol sanitiser before putting on and after removing PPE.

All used PPE be removed and stored safely by the school administrator by double bagging. Affected area will be cleaned thoroughly.

Nearest toilet to be used is the Disabled Toilet. The Toilet will need to be cleaned thoroughly after use by a COVID-19 symptomatic person by the school administrator.

Follow instructions for donning and doffing PPE displayed in the medical room.

## Blood Or Body-Fluid Spill

- Keep people away from the area.
- Use a spill-kit if available
- PPE - following instructions for donning / doffing
- If no spill-kit is available, place paper towels onto the spill.
- Follow up cleaning protocol

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**Pupil displays symptoms**

Teacher to send the pupil to **Medical room** and to tell the pupil to keep 2-metres away from anyone they pass and not to touch anything



Teacher to inform **office staff and head teacher** so they can arrange for the pupil to be picked up and for the supervision (PPE to be worn) of the pupil until then



**Staff member displays symptoms**

Staff member to inform **head teacher**



Staff member to wait until supervision has arrived for their class before leaving the school premises, avoiding contact with others



Symptomatic pupil /staff member will be told by **head teacher** :

- To self-isolate for **10 days**
- To take a coronavirus test and inform school of result
- That members of their household should self-isolate for **10 days**



Move the pod into an alternative location and close off any other areas the symptomatic pupil /staff member has come into contact with, so these can all be cleaned



Symptomatic pupil (via their parents or carer)/teacher/TA to be asked to access testing, and asked to inform the school **head teacher** of the coronavirus test result as soon as possible



Parents of affected pod to be alerted to the event via letter

Colleagues who have come into contact with staff member to informed.



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Parents of affected pod to be alerted to the event via letter

Colleagues who have come into contact with staff member to be informed.

#### If test is negative

Symptomatic pupil /staff member can return to school, and members of their household can stop self-isolating. Other pupils/staff in their pod can continue to stay in school, unless they display symptoms

#### If test is positive

The other pupils and staff in the symptomatic pupil's / staff member's pod (plus any member of staff who cared for the pupil while they were symptomatic) will be:

- Sent home
- Told to self-isolate for 10 days

After 10 days if they are not symptomatic these pupils and staff can return to school

If any of these pupils or staff do develop symptoms, household members of that pupil or staff member also then need to self-isolate for 10 days



## First Aid During COVID-19

Try to assist at a safe distance from the casualty as much as you can and minimise the time you share a breathing zone.

If they are capable, tell them to do things for you, but treating the casualty properly should be your first concern. Remember the 3P model – preserve life, prevent worsening, promote recovery.

### Preserve life: CPR

- Call 999 immediately – tell the call handler if the patient has any COVID-19 symptoms
- Ask for help. If a portable defibrillator is available, ask for it
- Before starting CPR, to minimise transmission risk, use a cloth or towel to cover the patient's mouth and nose, while still permitting breathing to restart following successful resuscitation
- Use:
  - a fluid-repellent surgical mask
  - disposable gloves
  - eye protection
  - apron or other suitable covering
- Only deliver CPR by chest compressions and use a defibrillator (if available) – **don't** do rescue breaths

### Prevent worsening, promote recovery: all other injuries or illnesses

- If you suspect a serious illness or injury, call 999 immediately – tell the call handler if the patient has any COVID-19 symptoms
- If giving first aid to someone, you should use the recommended equipment listed above if it is available
- You should minimise the time you share a breathing zone with the casualty and direct them to do things for you where possible

### After delivering any first aid

- Ensure you safely discard disposable items and clean reusable ones thoroughly
- Wash your hands thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible