



**THE JOHN OF GAUNT SCHOOL
- A Community Academy -**

Covid-19 Addendum to First Aid Policy – September 2020

Statement of intent

The John of Gaunt School aims to act in accordance with Medical conditions at The John of Gaunt School Policy set out above as much as possible; however, we understand that we must remain compliant with the relevant first aid legislation whilst observing social distancing and infection control guidelines. This appendix sets out what additional actions the school will take now the school is reopen to students.

The information in this appendix is under constant review and kept updated to reflect any changes to national or local guidance.

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1. Enforcing new procedures

1.1 The school will ensure that additional first aid procedures are communicated effectively to relevant groups, staff, students and parents / carers.

1.2 Staff are informed about their legal responsibilities regarding first aid and the additional procedures in place.

1.3 The school acknowledge that where conflicts between the relevant legislation and government guidance on managing the coronavirus pandemic arise, the legislation outlined in section 2 of The Medical conditions at The John of Gaunt School Policy must be followed.

2. Social distancing and infection control measures

2.1 When administering first aid, the relevant staff are advised to:

1. Wash their hands before and after administering first aid, using soap and water or the school provided alcohol based hand sanitiser.
2. Dispose of any waste in a suitable bin.
3. Ensure frequently touched surfaces and equipment have been cleaned and disinfected before use.
4. Keep at least two metres away from others, where practicable.
5. Interact side-by-side where administering first aid requires interaction within a two-metre range.
6. Minimise the duration of face-to-face contact where side-by-side interaction is not possible.
7. Limit the number of people administering first aid in each incident.
8. Ensure that all recipients of first aid are kept at least two metres apart from others, e.g. other recipients.
9. Ensure that first aid is administered in a designated location (G109A for general first aid, W19 for covid-19 suspected related first aid), where possible, to minimise the spread of infection and any cleaning requirements

2.2 The John of Gaunt School acknowledges that the use of PPE is **not** required to administer first aid in most circumstances, with the exception of paragraph 6.3 or if required to do so in accordance with the infection control. We do recommend that whilst this is not a requirement, best practise at the moment would be to use PPE for all first aid incidents.

Government guidance will be followed;

Guidance states that if a student becomes unwell with symptoms of coronavirus and needs direct personal care until they can return home then a fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the student is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.

3. First aiders

3.1 In line with the current first aid policy, the school will ensure that there is the required minimum number of trained first aiders on site during school hours and for any extra-curricular activities and

out of standard school hour teaching (including period 0 and period 6 for Y11 and sixth form students).

3.2 Where a first aider must be sent home due, the school will ensure that the minimum number of first aiders on site is maintained and arranges cover where necessary.

4. First aid training

4.1 First aiders' training is kept up-to-date including how to support and deal with suspected cases of Covid-19 and infection control.

5. Administering and handling medication

5.1 When administering medication, staff are expected to:

1. Follow the procedures set out in The John of Gaunt School Supporting Pupils with Medical Conditions Policy.
2. Adhere to the school's social distancing and infection control measures as much as possible.
3. Minimise the time spent in close proximity to others. Where maintaining a distance of two metres is not possible, staff should use side-by-side interaction with others instead.
4. Minimise face-to-face contact where side-by-side interaction is not practical.

5.2 When handling and storing medication, staff are advised to:

Wash their hands for at least 20 seconds with soap and water or use the school's provided alcohol-based hand sanitiser before and after they handle medication.

Wash and disinfect frequently touched surfaces before contact, including any receptacles for storing medicine, where required.

Minimise the number of people handling medication.

Ensure that medication or medical equipment brought in from home is safe to be taken home again.

6. Ill health and infection

6.1 Where an individual must wait on the school premises to go home when showing symptoms of coronavirus, staff ensure that:

The individual is isolated in a cool, well-ventilated, designated area (this is W19).

They adhere to the school's social distancing and infection control measures.

Areas used by the individual are cleaned and disinfected once they leave, e.g. toilets.

6.3 Any student or member of staff who displays or reports any symptom of Covid -19 whilst in school must be quarantined and sent home. They must stay at home, self-isolating until they have had a Covid-19 test which is clear or are advised by health professionals that they can return to school. Students and staff who have been in contact with the named person displaying symptoms do not have to be sent home or self-isolate unless we are advised to do so by health officials.

6.5 In the event of a member of the school community, staff, volunteer or student testing positive for Covid-19, we will seek advice from the relevant NHS advisors and take action accordingly.

6.6 Members of the school community (Staff, parents, volunteers, students) must not attend school if they display symptoms of covid-19 whilst not at school unless they have had a negative covid-19 test or have been advised by health professionals that it is permitted to attend school.

6.7 In the event that a symptomatic individual requires first aid, and a distance of two metres is practical and can be maintained, staff follow the procedures in section 2 of this appendix.

6.8 Staff wear PPE when required to administer first aid to a symptomatic individual if a distance of two metres cannot be maintained, e.g. the pupil is very distraught or has complex needs.

6.9 If a member of staff has helped care for a symptomatic individual and develops symptoms themselves, they are to be sent home immediately.

7. Emergencies

7.1 When administering emergency first aid, social distancing restrictions do not apply.

7.2 A member of staff must call 999 immediately if a symptomatic individual becomes severely unwell or their life is at risk.

7.3 Parents who must collect their unwell child from school are informed that they must call 999 if their child becomes severely unwell or their life is at risk.

8. Monitoring and review

8.1. This appendix will be reviewed by The John of Gaunt School Designated Safeguarding Lead and Head Teacher in reaction to any new government advice.

8.2. Once the school resumes regular activity, and if deemed appropriate by The John of Gaunt School Designated Safeguarding Lead and Head Teacher, this appendix will expire