

Yellow Furze National School

Medical Policy /Accident Procedure & Policy. Sept 2020

Your child's health and safety is of prime concern to us and it is essential that parents and teachers work together for the good of the child in this regard.

Medical Information:

It is important that the school is aware of any medical condition that may affect your child during the school day. This may include information on allergies, eyesight etc. Please ensure that the relevant information panel on the enrolment form is completed or, if your child develops an illness or allergy, inform us of the details as soon as is practicable.

In the case of a child becoming ill at school, parents/guardians will be contacted. You will be notified if your child has any fall involving a bump on the head. Please ensure that the contact telephone numbers we have for you are up to date.

If your child has asthma or another respiratory condition which necessitates that he/she uses an inhaler during the school day, you must complete a 'Request to Administration Medicine' form and return it to the school for BOM approval.

COVID 19

Your child may attend school if he/she has a clear runny nose and is otherwise well – good energy, good appetite, no cough, fever, shortness of breath or loss of taste /smell. If your child has any of the symptoms of Covid 19 listed above you should follow the advice @hse.ie.

"When to keep your child at home and phone your GP

Do not send your child to school or childcare if any of the following is true.

Your child has:

- a temperature of 38 degrees Celsius or more
- any other [common symptoms of coronavirus](#) - a new cough, loss or changed sense of taste or smell, or shortness of breath
- been in [close contact](#) with someone who has tested positive for coronavirus
- been living with someone who is unwell and may have coronavirus
- an existing breathing condition that has recently got worse"

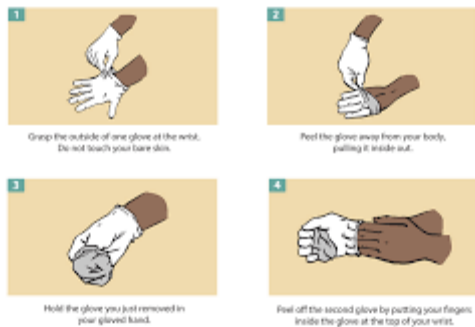
Infection in school:

Infections in school are common. However, not all infectious diseases are contagious. If you discover that your child has an infectious contagious disease (chicken pox, infective hepatitis, measles, mumps, rubella (German measles) scarlet fever, glandular fever, whooping cough, impetigo, ringworm, scabies or head lice (which are not a disease but are highly transmissible)) please inform the school immediately, especially in the case of an illness which may affect other children. Please keep your child out of school until he/she is clear of infection (excluding head lice assuming he/she was treated) and check with your GP when your child is fit to return to school.

Infections are commonly passed in one of five ways –

Gastrointestinal spread	Respiratory tract spread	Direct contact spread	Blood contact spread	Through food
Infectious diarrhea, Salmonella, Campylobacter, E-Coli, Norovirus (winter vomiting bug), Pinworms, Hepatitis A.	Viral illnesses – COVID -19, Colds, Flu, Roseola, Streptococcal infection, Chickenpox, Meningococcal Disease, TB.	Skin Contact: Impetigo Ringworm Scabies Headlice	Hepatitis B Hepatitis C	Food poisoning

Prevention / Halting spread				
Gastrointestinal spread	Respiratory tract spread	Direct contact spread	Blood contact spread	Through food
Effective hand washing after using the toilet – using hot water, soap and washing for at least 20 seconds, soaping all surfaces of the hands, rinse and dry thoroughly. Dispose of paper hand towels in designated bin.	COVID-19- Wash hands thoroughly with warm soapy water, dry thoroughly using paper towels and dispose of these in appropriate bin. Keep 2m distance from others where possible. Stay within your pod, practice good cough & sneeze etiquette. Use hand sanitizer <u>OTHER VIRAL ILLNESSES</u> Effective hand washing after contact with oral & nasal secretions. Sneeze or cough into a tissue & dispose of in designated bin, wash hands	Wash hands, cover open infected lesions, avoid sharing of <ul style="list-style-type: none"> • hats, • combs • hairbrushes • hairbands etc. 	Wear gloves when treating any blood injury. Dispose of soiled gloves and dressings carefully – see below.	Ensure food is thoroughly cooked. Wash hands before eating. Avoid sharing food.



Disposable gloves should be removed by pulling the glove over the hand so that it is inside out, place this glove in the other hand and repeat process resulting in both gloves inside out and 1 inside the other – dispose of in bin and wash hands. When removing disposable apron, tear it off at the neck and roll it down without touching the front area. Then untie the back and roll the apron forward and fold without touching front of apron, dispose as for gloves and wash hands.

Accidents: General:

The management of Yellow Furze NS. in conjunction with the staff endeavors to make the school premises and surrounds as safe as possible through Risk Assessment, the Health and Safety Policy and the Health & Safety Statement.

However, we recognize that despite our best efforts to prevent same, accidents do and will occur, and our responsibility lies in minimizing the frequency and severity of same.

This document defines the responsibilities of staff members in the event of an accident occurring and the procedure to be followed for the different types of injury that may occur.

It should be noted that this document uses standard first aid practices and the intent is to offer guidance to staff.

It is intended to deal with accidents to pupils on the school premises rather than staff or visitors and in no way negates the responsibilities of the Board of Management towards staff and visitors.

Accident Report Policy:

1. Minor injuries occurring at break times to be recorded on the clipboard by the teacher/SNA on duty and should include a brief description, date and time and action taken, if any.
2. Accidents resulting in a) blood injury, b) suspected sprain or fracture or c) head injury (including a blow to the head where the skin is not broken) should be dealt with as detailed in the following table assuming an immediate requirement for an ambulance or hospital treatment is unnecessary.
3. Accidents resulting in an injury at 2) above should be recorded on to the Accident Report Form (see Appendix 1)
4. The principal should be notified of all accidents and the Accident Report Form returned to her for filing.
5. In the event of an accident as described at 2) above:
 - the parent must be called, informed of the type of injury and as much information as is available at that stage should be given to the parent to enable them make the best decision for their child.
 - Children with these types of injuries must be collected by the parents as soon as is practicable after notification.
 - The school retains the right to call an ambulance, if deemed necessary, for speedy treatment of serious injuries.
 - Every effort will be made to contact the parent prior to/ simultaneous with this course of action as the prime motive is preservation of life.
- As far as is practicable the Principal or Deputy Principal will be responsible for alerting emergency services but it is recognized that this may not always be possible and the teacher will have to assume this responsibility (On school tours etc.)
6. In all cases dealing with blood, teachers/SNAs/ first aiders should wear protective gloves.

Injury Type	Person responsible	Action
Deeper or larger cuts – profuse bleeding	Teachers on Duty SNA on duty	<p>Teacher/SNA on duty – bring child to sick bay & call for assistance/another 1st aider.</p> <p>Use clean tissue to apply a dressing to the cut using firm pressure to stem the flow of blood.</p> <p>Reassure child that he/she is safe.</p> <p>If the cut is on the arm or leg, raise the limb up while applying pressure to the cut to help slow down the rate of bleeding.</p> <p>When bleeding is under control, apply wound plaster – if possible bring edges of cut together and apply plaster strip directly to keep cut closed.</p> <p>Keep the child engaged in conversation while observing for signs of fainting or confusion.</p> <p>Ask Secretary or another Teacher to call parents.</p> <p>Fill in Accident Report Form located in Red Folder in Principal's Office</p>
Suspected Sprain /fracture	Teachers on duty SNA on duty	<p>Teacher on duty – bring child to sick bay & call class teacher for assistance.</p> <p>Use RICE – Rest, Ice Compress, Elevate method to treat injuries initially.</p> <p>Reassure child</p> <p>Call or arrange for parent to be called to collect child.</p> <p>In the event of a serious injury /obvious break/pupil unable to move/ stand or where the bone penetrates the skin it will be necessary to call an ambulance whilst making the pupil as comfortable as possible. Notify Principal immediately; get blankets from principal's office to ensure patient is kept warm.</p> <p>Fill in Accident Report Form located in RED FOLDER in Principal's Office</p>
Head Injury	Teachers on duty SNA on duty	<p>Teacher on duty –</p> <p>If child loses consciousness from a blow to the head – place child in recovery position, ensure airway is free from obstruction, request help from colleagues to call ambulance immediately.</p> <p>For cuts or wounds on the head, cover area with clean dressing, if possible bring edges of cut together to aid stemming blood flow, keep a firm constant pressure on wound & arrange for parents to be called as soon as possible (parents are called for head injuries automatically)</p> <p>For swelling, apply ice pack for 10-15 mins/hour until parents arrive.</p> <p>Reassure child until parent arrives.</p> <p>Fill in Accident Report Form located in RED FOLDER in Principal's Office</p>
		<div style="border: 1px solid black; padding: 5px;"> <p>CALL 911 IMMEDIATELY</p> <ul style="list-style-type: none"> • Blood/fluid from nose/ears • Unconscious, confused, dizzy or drowsy • Blurred / double vision • Vomiting • Slurred speech </div>

Appendix 1:

The following particulars of ALL accidents must be reported to the Chairperson of the Board of Management.

YELLOW FURZE N.S ACCIDENT REPORT FORM
--

1. Name of injured person:		
2. Place where accident occurred?		
3. Date and time of accident?		
4. Give details of accident:		
5 Did the person cease class / work?	Yes	No
6. Names of witnesses to accident		
7. Was parent informed?	Yes	No
9. Signature of person in charge at time of Accident		

Signature of Principal Teacher: _____

Date: _____