



COVID-19 PREMISES SPECIFIC RISK ASSESSMENT – FIRST AID ADDENDUM



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Appendix Covid19/ Social distancing – addendum to First Aid protocols – September 6th 2020

Context: the current pandemic situation dictates that additional measures be put in place in order to safeguard staff attending students with first aid requirements and to prevent cross contamination from student to student.

Staff and Parent/Carers to be actively encouraged to access testing facilities available where symptoms are displayed or contact with a Covid 19 positive person.

Location of Facilities:

Current Hygiene Room on PE corridor will not be used.

First aid will be delivered via student services or at the location of the incident if necessary.

All medication and PPE kit will be stored in student services.

Waiting area: For first aid this will be outside student services at the chairs/window area. Chairs will be available at an adequate social distance apart where students can sit in a relatively open space to await first aid triage.

We will be using the reception area at the front of the school for students that have symptoms of Covid 19, to wait until a parent picks them up. The seating is in designated bays, well over 2 metres apart from each other and reception staff. PPE kit is available on reception. This means that at the end of the school day this area will be given a deep clean and will also be cleaned after any student has been seated there. (see checklist for Covid 19 staff/students)

Staff who have helped a student/staff member presenting Covid 19 symptoms and any students who have been in close contact with them **DO NOT** need to go home to self-isolate.

Equipment: First aid staff will now be required to wear PPE on attending a first aid situation – in every circumstance, no matter how small. Staff must wear a Type11R Face Mask and Visor at all times, plus gloves and apron.

First aid staff are required to use antibacterial/antiviral gel to prevent cross contamination. This must be applied before accessing PPE

First aid staff will be given their own face shield or protective glasses. They will clean this after every use and carry it with them. There must not be an exchange of PPE equipment.

A medical disposal waste bin, emptied by a specialist company, **large enough to store used PPE** to be located in the student services room. (we put gloves and first aid items into this after use).

Access to **soap plus antibacterial gel and wipes** should also be in the student services room.

First aid staff are required to have a change of clothes and personal toiletries and towel plus a bag to store old clothes with them on the premises at all times. This is so in the rare occurrences of suspected contamination when there was no PPE available, the member of staff can wash and change. Old bags should be taken off site for example to be stored in the boot of the staff's car in readiness for washing at home.

All staff to be advised to have spare clothes/toiletries/towel on site to allow for washing and changing after a possible contamination.

WHO advice for correct wearing of facemasks.

Protocol for first aid attendance (Non urgent)

Teachers:

- If a student is feeling unwell in your lesson, call for the Head of Year to support. Radio for a cleaner to clean the area.
- Student to report to student services where D Ferguson will decide on an action, direct them to a waiting chair and contact a first aider/ or D Ferguson if she is there.

First aider safety action:

- D Ferguson / First aider must;
- Wash hands
- Put on PPE (minimum of gloves and face mask)
- Approach student and direct them to chair required
- Give first aid/take temperature if necessary using temperature gun.

A student presenting ANY symptoms of coronavirus will be sent home from school once parents/carers have been contacted and remain there for 14 days or until the test is confirmed. Parent/carers must follow all NHS guidance from the booklet given to them and their child.

First aider to ask student to wait to one side at the doorway

First aider to disinfect chair child has sat on

First aider to remove PPE apron in student services, and dispose of in waste bin. Wash hands

First aider to remain in PPE (mask and glasses) if escorting child to waiting area.

The student needing to be removed from site by parents is to be escorted to the chairs in reception – these are only for Covid symptoms pick up only.

If a student has no symptoms (i.e. cut on the leg) the student can be returned to the waiting area in school and returned to class

Head of Year to be kept informed

Protocol for first aid attendance (Urgent)

If possible first aid staff should wear PPE kit

As soon as possible after the event, you should wash fully and change your clothes

Seek support from your Line Manager after the event so the risk can be assessed.

Protocol for Student Services

There are a few students who take medicines in this room/check blood sugar levels. They will attend student services window as previously. These are named and known. Their medicines are kept in the student services office and staff are trained to administer these.

In these cases D Ferguson will access equipment of medicines and leave it in the student services room, observing from 2 metres away the taking of medication etc.

Cleaning

Student services to be deep cleaned every night

Cleaning staff should be appropriately equipped with protective wear

At any point in the day the washing facilities in the school will be vital

All toilets must be properly equipped with soap and toilet paper. These should be checked every night and re-stocked if necessary

If either student services or the accessible toilets need an emergency clean, D Ferguson will inform facilities staff. It is recommended facilities staff wear appropriate protection.

Staff should wash hands thoroughly before and after any first aid interaction.

To be completed by the Individual undertaking the risk assessment:

Name: Gareth Barwell

Job Title: Facilities and Centre Manager

Signature:

Date: 06/09/20

To be completed by the Senior Manager:

I consider this risk assessment to be suitable and sufficient to control the risks to the health and safety of both employees undertaking the tasks involved and any other person who may be affected by the activities.

Name: Janet Bridges

Job Title: Principal

Signature:

Date: