



**COVID-19 school re-opening  
arrangements for**

# **First Aid / Isolation**

**(Addendum to 2019 H&S Policy)**

**June 2020**

## **Context**

From 1<sup>st</sup> June 2020, schools were asked to prepare for wider re-opening for priority groups. This included early years, year 1 and year 6 children. This is in addition to the children of workers critical to the COVID-19 response and children who are vulnerable.

This addendum of the James Montgomery Academy Trust Health and Safety policy contains details of our First Aid procedures at this time of national emergency.

## **Our responsibility**

It is a mandatory requirement that staff working within the James Montgomery Academy Trust are fully conversant with the Health and Safety Policy. Within this period of national crisis this is extended to include this addendum to the H&S policy, outlining the needs of both staff and pupils in recognition of the increased risk posed by the pandemic in delivering First Aid.

The importance of First Aid in saving lives is recognised, and preventing of minor injuries becoming major ones. To this end and in line with JMAT responsibilities under health and safety legislation, our schools must provide adequate resources to provide first aid in the workplace to staff and to pupils.

## **Risk Assessment**

Schools must ensure that appropriate levels of First Aid provision is provided, including numbers of trained staff by assessing the types of injury/accident likely in the setting, taking into account any such pandemic (COVID).

Schools should ensure that individual pupil and staff needs are assessed and a judgement as to whether they can be safely accommodated in school should be made.

### **Schools must ensure:**

- First Aid stocks are suitably resourced
- Travel stocks are restored to the first aid provision (as no Educational Visits should take place during the pandemic)
- PPE and equipment is provided including:-
  - Gloves
  - Apron
  - Face Mask
  - Visor
  - Bin Liners
  - Wet floor hazard sign
  - Clinical yellow bags
  - Hand Sanitiser / Washing facilities
- First Aid Qualified staff are available within each setting (designated)
- Isolation area is established for use in preventing the spread of infection

## Isolation Room

Schools must use an area of school, preferably large enough for adequate supervision of pupils while awaiting collection (maintaining COVID-secure protocols). During the pandemic if a pupil is identified as being symptomatic or becomes unwell, they should be removed from their bubble and placed in the isolation room.

Appropriate supervision must be maintained. The doors to the room should be closed with a window open for ventilation until the parent of the pupil arrives to collect him/her.

**Booking a test** – In line with the Infection Control Policy, the staff member waiting with the pupil, must ensure that a test for COVID has been booked before the parent of the pupil leaves the premises.

The parent must inform school of the results of the test upon receipt and the pupil will be assessed in terms of return to school in accordance with those results. If positive – Government guidance must be followed with the extension of pupil not being allowed to return to setting until 14 days have elapsed.

**Clean up** – The isolation room must be cleaned using disinfectant thoroughly after each occupation, not just at the end of the school day.

### Other guidance:

The best defence against spreading infectious disease is to ensure regular and thorough handwashing, ensuring adequate signage is displayed e.g. Catch it, Bin it, Kill it.

Pupils and staff, in line with the behaviour/positive handling addendum and Staff Code of Conduct policies must be encouraged to wash their hands regularly for 20 seconds a time.

Cover all breaks in the skin with waterproof plasters

Where splashing is possible, protect eyes and mouth with a visor

Avoid hand-mouth contact and hand-eye contact

### For blood spills:

Use diluted bleach (1 part bleach to 10 parts water) in a bucket of warm water

Carefully pour the dilute mixture gently over the spill

Cover with disposable towels

After 2 minutes mop up using more disposable towels

Dispose of any used gloves, aprons, mop heads and cloths into the clinical yellow bag and seal it

Wash hands thoroughly with antibacterial soap and water

### For vomit and excreta spills:

Remove gross contamination using plenty of paper towels

Clean affected area with detergent

Dispose of all waste into a clinical yellow bag and seal the bag

Wash hands thoroughly with antibacterial soap and water

### For Urine Spillages:

Do not use bleach as this may result in a dangerous chemical reaction Use paper towels to mop up the urine

Clean the area with detergent

Dispose of all waste into clinical yellow bags

Dispose of any used gloves, aprons, mop heads and cloths into the clinical yellow bag and seal it

Wash hands thoroughly with antibacterial soap and water

Any other items that may be contaminated by blood or body fluids should be disposed of into a yellow clinical waste bag and sealed

Wash hands thoroughly with antibacterial soap and water

## **Monitoring and Review**

The current COVID-19 pandemic is an evolving situation. Thus, this policy addendum will be regularly monitored and reviewed. Any updates will then be communicated with school staff via Designated Safeguarding Leads and Headteachers.

**Date of Addendum: 27<sup>th</sup> May 2020**