

## FIRST AID ASSESSMENT

Date of assessment:

26/09/2023

Assessment completed by:

Lorraine Grispino

South Downs Education Trust comprises 2 schools:

	No of Students	No of Staff	No of paediatric first aiders	No of First Aid at work first aiders	No of specialist trained employees
Worthing High School	1067	134			
Clapham & Patching Primary School	56	12	2	1	

### General principles:

- All first aiders must hold a relevant current certificate that has been obtained through attendance on a training course run by an approved organisation.
- We monitor first aid training to ensure certification remains in date and employees are responsible for getting update training booked.
- Suitable and appropriate first aid cover is provided at all times during the working day.
- For early years provision, there will be 2 members of staff with Paediatric First Aid for Early Years Stage Foundation
- At all times there is at least one member of staff who has completed Emergency First Aid Course
- First aid kits are widely available in easily accessible areas
- Medical plans are assessed when deciding the levels of First Aid cover required
- Specialist trained First Aiders are on site if the school has a member of staff or student with a specific medical need e.g. asthma, epilepsy or severe allergy
- Appropriate first aid kits are located in all departments and checked and replenished regularly e.g. Food Technology has first aid kit with supplies for burns
- There is at least one emergency defibrillator on site which is regularly checked. Staff members who have attended first aid training are trained in its use.
- First aiders record accidents in the accident book and pass these forms to the relevant person
- For any after school sporting fixtures, the PE department have their own first aiders, all staff members are aware of the arrangements in place.
- After hours at least two members of the facilities team are trained first aiders.
- Lettings are responsible for providing their own health and safety risk assessments as a condition of hire.

### Educational Visits

- All educational visits will have a designated first aider present.
- A first aid kit will be taken on every visit
- Specific medical needs will be taken into account prior to every visit to ensure appropriate provision is made
- Staff have mobile phones to seek medical help if necessary

## The school building

- Worthing High School has a medical room to provide first aid
- The room has a sink and is near to a toilet
- The first aid room is cleaned frequently and after each use
- Cleaning materials and PPE are available in the room
- Waste will be disposed of appropriately

The school will keep a register of all trained first aiders, what training they have received and when this is valid until. This information is kept on [J:\OFFICE\FIRST AIDERS\FIRST AIDERS RENEWAL DATES.doc](#)

## First Aiders are responsible for:

- Taking charge when someone is injured or becomes ill.
- Ensuring that an ambulance or other professional medical help is summoned when appropriate.

First aiders are trained and qualified to carry out the role and are responsible **for**:

- Acting as first responders to any incidents; they will assess the situation where there is an injured or ill person, and provide immediate and appropriate treatment.
- Contacting home if the pupils need to be sent home.
- Filling in an accident report on the same day, or as soon as is reasonably practicable, after an incident. Completed forms are to be passed and kept by the Facilities Manager.

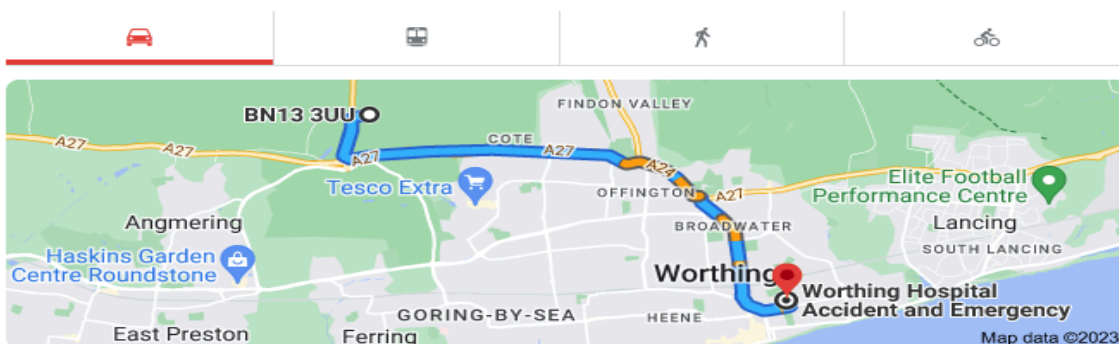
**It is emphasised that the qualified First Aiders are NOT trained doctors or nurse**

## Hospital

### Clapham & Patching

Worthing Hospital Accident and Emergency is the nearest A&E department to Clapham and Patching.

- BN13 3UU, The St, Clapham, Worthing
- Worthing Hospital Accident and Emergency, Hospital, Lyndhurst Rd, Worthing BN11 2D





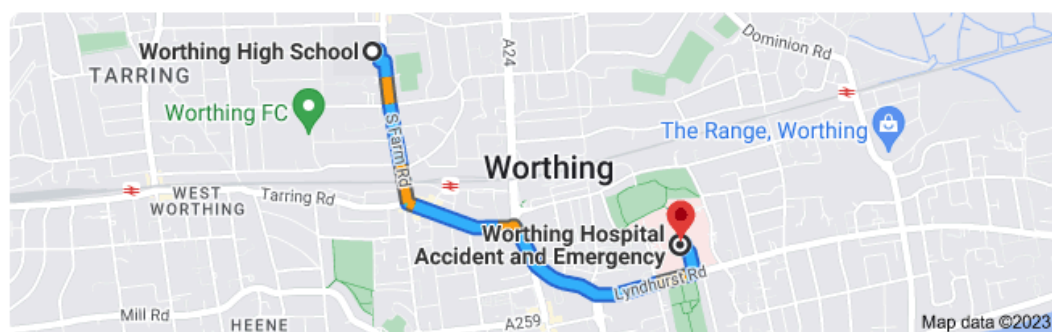
17 min (5.9 mi) via A27



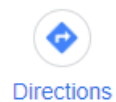
Worthing High School

Worthing Hospital Accident and Emergency is the nearest A&E department to Worthing High School

-  Worthing High School, S Farm Rd, Worthing BN14 7AR
-  Worthing Hospital Accident and Emergency, Hospital, Lyndhurst Rd, Worthing BN11 2D



**6 min** (1.2 mi) via S Farm Rd



**6 min** (1.4 mi) via Broadwater Rd/A24