Headteacher:
Mrs Ruksana Kauser

Deputy Headteachers:
Mrs Clair Hollis
Mrs Elizabeth Saunders

C.E.O:
Mrs Rehana Yasmeen

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Dear Parents and Carers,

First Aid and Medical Care in School

At Leigh Trust, keeping children safe, healthy and happy is at the heart of everything we do. The wellbeing of our pupils and staff is our highest priority.

During the school day, children sometimes have minor accidents, such as cuts, grazes, bumps and falls. Our trained first aid staff will provide appropriate care when needed.

This may include:

- Cleaning and covering small cuts and grazes.
- Applying plasters and dressings.
- Treating bumps and minor injuries.
- Providing basic first aid and care.

After such an incident you will either be contacted or receive a first aid slip at the end of the day to explain what has happened.

Occasionally, a child may become unwell or experience a more serious medical situation, including one that we were not previously aware of, such as breathing difficulties or a severe allergic reaction.

In these situations, staff will always act in the best interests of the child and seek advice from emergency services and healthcare professionals.

This may include:

- Providing emergency first aid – using wipes to clean wounds and plasters/bandages as needed
- Calling 999 for emergency assistance.
- Using an emergency adrenaline auto-injector (AAI) for a severe allergic reaction.
- Using an emergency salbutamol inhaler for breathing difficulties or an asthma attack.
- Following advice given by healthcare professionals and emergency services until further help arrives.

In the event of an emergency, staff will take any reasonable action necessary to protect a child's health, safety and wellbeing whilst seeking advice from emergency services and healthcare professionals. Where significant first aid or medical treatment is required, parents and carers will be informed as soon as reasonably practicable, taking account of any advice provided by emergency services or healthcare professionals.

Please ensure that the school is informed of any medical conditions, allergies, asthma, medication or healthcare needs and that this information is kept up to date. Where necessary, an Individual Healthcare Plan will be developed in partnership with parents and healthcare professionals. By working together, we can ensure that all children receive the care and support they need whilst attending our schools.

Leigh Trust Schools will administer medication where it has been prescribed by an appropriately qualified healthcare professional, or where an over-the-counter medication is supported by an appropriate care plan completed by a registered healthcare professional. Medication will only be administered where it is essential for it to be given during the school day. Wherever possible, parents and carers should arrange for medication to be administered outside of school hours. Medication will only be administered in school where failure to do so is likely to have a significant impact on the pupil's health, wellbeing, or ability to access and participate fully in their education.

If you have any questions or concerns about first aid or medical care arrangements in school, please speak to the Headteacher or the school's medical lead.

Thank you for your support as we work together to keep all children safe and well.

Mrs R Kauser

Head Teacher