



BRIT Kids First Aid Policy

Last Reviewed: December 2019

Next review: December 2020

1. First aider to examine the student.
2. If appropriate, first aider to undertake treatment on student.
3. If the injury is unable to be treated confidently by the first aider, an ambulance should be called. Examples of this include; Injuries to the head, unconsciousness, cuts that require stitches, broken limbs etc. DIAL 999 and inform them that the incident is at Canterbury College, CT1 3AJ. **Inform Reception that the ambulance has been called and where the injured person is or contact reception to call the ambulance for you.**
4. At this point call the parent/guardian. This should be done by the reception staff or Teacher in Charge if available. The parent/guardian should be called EVERY time a child is seen by a first aider, regardless if a minor or major concerns. This call should be made as soon as the first aider has assessed the child, undertaken any treatment immediately required and called 999 if appropriate.
5. First aider to fill in an accident form specific to the site.
6. In the event of a serious incident, BRIT Kids Director must be informed, and the main school first aid manager.

An incident is serious if:

- If it is the result of the action of another student or a member of staff
- Ambulance is called
- Burns
- Unconsciousness
- Loss of sight
- Break of Limb
- Head/neck injury
- Accident occurred through equipment or staging