

**MEDI AID (UK) LTD**  
*Training and Consultancy*



**FIRST AID  
FOR SCHOOLS**





# FIRST AID IN SCHOOLS

## INFANT PRIMARY & SECONDARY SCHOOLS

### **PREAMBLE**

Schools should be a safe learning environment for children and schools have a responsibility to ensure the safety of staff, visitors and pupils. All those who teach or have responsibility for pupils should realise their responsibilities to ensure a safe working/learning environment as far as reasonably practicable. There are 3 main reasons to why school should ensure the safety of staff and pupils:

- Moral
- Financial
- Legal

### **MORAL**

Schools have a moral responsibility to ensure the safety of pupils, visitors, contractors and employees.

All must staff, contractors, visitors and pupils have to consider their actions or inactions and the consequences of their actions or inactions may have on others.

### **FINANCIAL**

School's resources are valuable and money can be wasted following accidents and incidents through compensation, increased insurance premiums, fines and criminal sanctions etc. This money could be better used supporting the main function of the school which is promoting a good and enjoyable learning experience to pupils.

### **LEGAL**

All organisations have a duty to comply with all statutory provisions. The following provisions and guidance place a duty on employers to ensure the safety of there employees and others who may be affected by there actions or inactions.

- The Health and Safety at Work etc Act 1974
- The Management of Health & safety Regulations 1999 (as amended)
- The Health and Safety (First Aid) Regulations 1981 (as amended)
- Guidance on First Aid for Schools (DfEE good practice guide)
- Local Education Authority (LEA) Policies & Guidance

The employer (*please see Guidance on First Aid for Schools for definition of the employer is for schools*) has a duty to comply with the above statutes, regulations guidance and LEA policies.

Employers have a legal duty to ensure that adequate and suitable First Aid arrangements are in place and that all those involved have suitable training, supervision and advice. The employer must ensure that suitably trained persons are available to ensure that first aid is available at all times to those who are injured or become unwell.

While the Health and Safety (First Aid) Regulations 1981 highlights the requirement for the employer to provide First Aid only for their employees the Health and Safety at Work etc Act 1974 gives a more general requirement to ensure the Health, Safety and welfare of all those affected by persons undertakings and this demonstrates the wider legal responsibility for schools to provide first aid to anyone who may suffer an accident or become ill during school time and activities.

## **SUITABLE TRAINING**

Currently there are two levels of first aid training covered by the Health and Safety (First Aid) Regulations 1981.

- First Aider
- Appointed Person

### **Definition of a First Aider**

First aiders must complete a training course approved by the Health and Safety Executive (HSE). This will be either by attending and successfully completing an Initial 4 day First Aid at Work (FAW) course or by renewing a current FAW certificate by attending a 2 day FAW Requalification/Refresher course.

### **Definition of an Appointed Person**

An appointed person is someone who takes charge when someone is injured or becomes ill. Looks after the first-aid equipment e.g. restocking the first-aid container and ensures that an ambulance or other professional medical help is summoned when appropriate.

This is the position currently however from the 1<sup>st</sup> October 2009 this situation changes and a 3<sup>rd</sup> HSE definition of First Aider comes into force.

### **The new Definitions from October 2009**

- First Aider
- Emergency First Aider (new from Oct 09)
- Appointed Person

### **Definition of a First Aider**

First aiders must complete a training course approved by the Health and Safety Executive (HSE) or Qualifications and Curriculum Authority (QCA). This will be either by attending and successfully completing an Initial 3 day First Aid at Work

(FAW) course or by renewing a current FAW certificate by attending a 2 day FAW Requalification/Refresher course.

HSE strongly recommend that all First Aiders attend a ½ day skills update for course every year and must attend a 2 day Requalification course every 3 years.

### **Definition of an Emergency First Aider**

Emergency First aiders (EFAW) must complete a training course approved by the Health and Safety Executive (HSE) or Qualifications and Curriculum Authority (QCA). This will be either by successfully completing a training course of at least 6 guided learning hours Emergency First Aid at Work (EFAW) course. EFAW is valid for 3 years and is renewed by completing another training course of at least 6 guided learning hours on Emergency First Aid at Work.

HSE strongly recommend that all Emergency First Aiders attend a ½ day skills update course every year and must attend a EFAW course of at least 6 hours every 3 years

### **Definition of an Appointed Person**

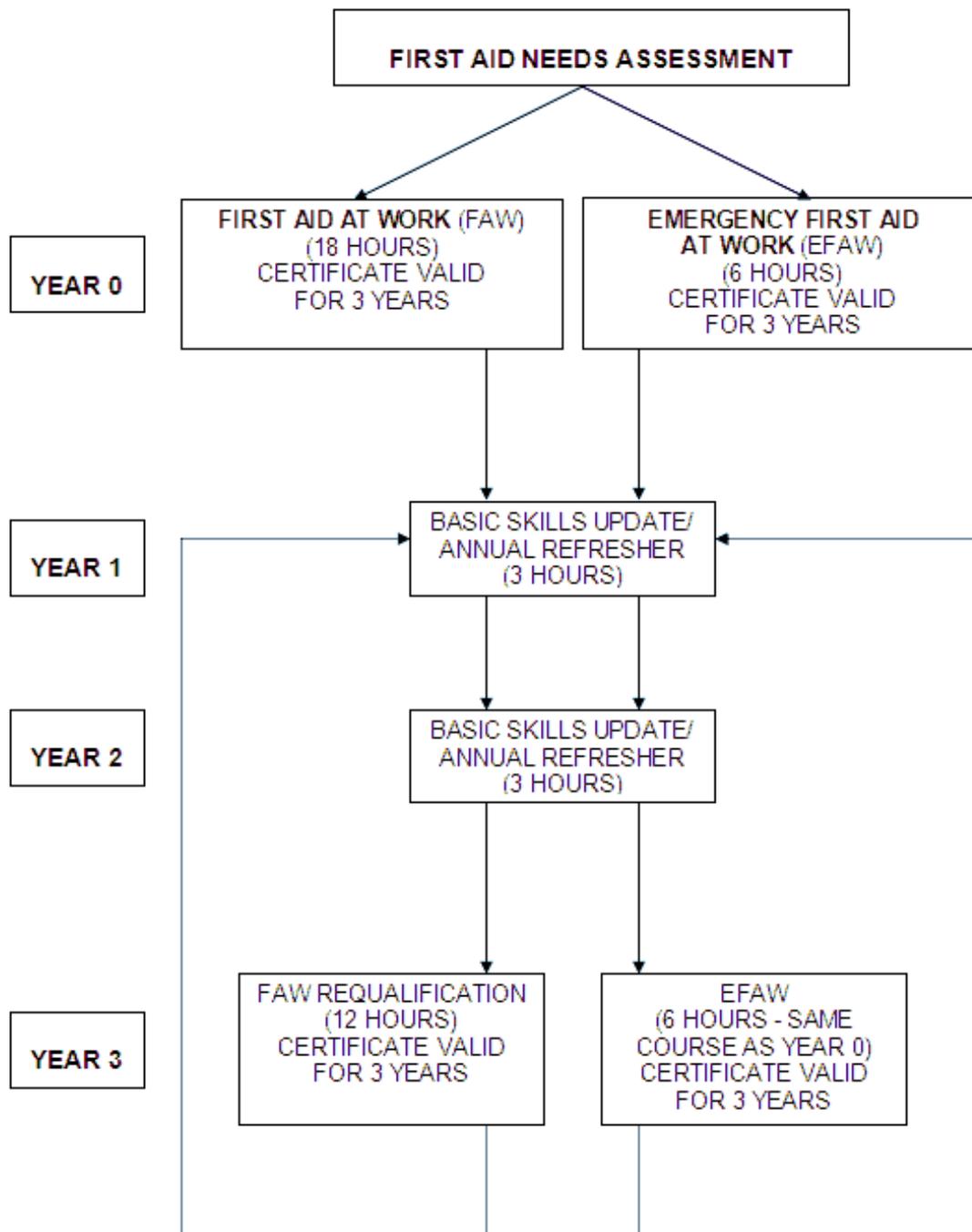
An appointed person is someone who takes charge when someone is injured or becomes ill. Looks after the first-aid equipment e.g. restocking the first-aid container and ensures that an ambulance or other professional medical help is summoned when appropriate. This course is recommend by the HSE and is 4 hours in duration.

## **WHAT TYPE OF FIRST AID TRAINING IS ACTUALLY REQUIRED BY SCHOOL STAFF**

For many years the main requirement has been for school staff to undertake the full 4 day First Aid at Work course. This course is a generic type course which can be tailored towards schools, particularly during in-house training in schools. Mediaid feels that while this has been satisfactory in the past it may not have delivered the best for schools in value for money. From October 2009 the HSE introduces a new level of course, Emergency First Aid at Work (EFAW) which is a minimum of six contact hours. This course is fully recognised by HSE. Mediaid feels that the new minimum six hour course will be a vast improvement on the Appointed Person Emergency First Aid course (4 contact hours).

Mediaid view is that it would be appropriate following a full and proper Risk Assessment of First Aid needs in schools to run a 12 contact hour EFAW course, which would satisfy HSE requirement under the Health and Safety (First Aid) Regulations 1982 as suitable and adequate First Aid provision/cover for schools as defined in DfEE Guidance on First Aid for Schools and fulfil the school moral responsibilities to provide suitable first aid to children and adults should the need arise.

## HSE REQUIREMENTS FROM OCTOBER 2009



## SUGGESTED CONTENT FOR FIRST AID TRAINING FOR SCHOOLS



This course can be run over two days 9am to 3.30pm (this fits in with school days)

## **EPIPEN & ANAPEN ADMINISTRATION**

Medi Aid on all First Aid courses of 1 day duration and over covers the use of the EpiPen and AnaPen. This is covered in the following statute; *Medicines for Human Use (Prescribing) (Miscellaneous Amendments) Order 2005* which is issued under *the Prescription only Medicines (Human Use) Order 1997*. This order means that section 4.4 of the order is stated below.

### **Administration of parenteral medicines to save life in an emergency**

4.4 Under the Medicines Act 1968, the administration of parenteral medicines is restricted. Unless self-administered they may only be administered by an appropriate practitioner or a person acting in accordance with the directions of an appropriate practitioner. Article 7 of the POM Order provides an exemption from this restriction to enable the parenteral administration of a list of specified medicines (for example, Adrenaline/Epinephrine) by anyone for the purpose of saving life in an emergency.

***The use of Adrenaline/Epinephrine is also covered by the HSE and the UK Resuscitation Council.***

Notes



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