

Northstowe Muslims Islamic Classes First Aid Policy

1. Introduction

Northstowe Muslims Islamic Classes is committed to ensuring the health and safety of all students, staff, and visitors. This First Aid Policy outlines the procedures for responding to medical emergencies and providing appropriate first aid support.

2. Aims

- To provide immediate and appropriate first aid care in the event of illness or injury.
- To ensure staff are trained and equipped to handle medical emergencies.
- To maintain accurate records of incidents and first aid treatment.
- To comply with legal and regulatory health and safety requirements.

3. Responsibilities

a. Management Team

- Ensure sufficient first aiders are available during classes.
- Provide staff with first aid training.
- Maintain adequate first aid supplies.

b. First Aiders

- Provide immediate assistance to anyone injured or unwell.
- Record all incidents and treatment provided.
- Call emergency services when necessary.

c. Staff

- Be aware of first aid procedures.
- Report any injuries or illnesses to the designated first aider.
- Assist in ensuring a safe learning environment.

4. First Aid Procedures

- In the event of an injury or illness, the nearest first aider should be alerted immediately.
- First aid treatment should be administered according to training.
- If necessary, emergency services should be contacted.
- Parents/guardians should be informed of any significant incidents.

5. First Aid Equipment

- First aid kits will be available in key locations within the premises.
- Kits will be regularly checked and restocked by designated staff.

- Any deficiencies in supplies should be reported to management immediately.

6. Incident Reporting

- All first aid incidents must be recorded in the Incident Log.
- Records should include details of the injury, treatment provided, and any follow-up action required.
- Serious incidents must be reported to the management team for review.

7. Medical Conditions

- Parents/guardians must inform the school of any medical conditions or allergies.
- A list of students with medical conditions will be maintained and accessible to staff.
- Medication should only be administered by trained staff with parental consent.

8. Emergency Procedures

- In case of a serious emergency, 999 will be called immediately.
- The nearest first aider will provide assistance until emergency services arrive.
- Parents/guardians will be contacted as soon as possible.

9. Training

- Designated first aiders will receive certified training and regular refresher courses.
- All staff will be briefed on first aid procedures during induction.

10. Policy Review

This policy will be reviewed annually to ensure its effectiveness and compliance with regulations.

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