

GENERAL HEALTH & SAFETY RISK ASSESSMENT FOR:

**FIRST AID PROVISION**

**PART 1 : ADMINISTRATIVE DETAILS**

**Section/Establishment Name:** The Acorn Federation

This risk assessment is for both schools – LLPS and MMPS. Where necessary schools have been named individually in the risk assessment

<b>Date of Assessment</b>	30/05/20	<b>Date of Issue</b>	01/06/20
<b>Assessment carried out by</b>	Teresa Bosley	<b>Signature</b>	

Reviews				
Review Date	Reviewed by	Date	Changes Made	
			Y	N

**Affected persons:** Young People/Clients  Staff  Visitors  Contractor  Others (specify)

**Name of Manager confirming and agreeing Assessment:**

**Signature:**

The following sections should be completed by all staff who need to be made aware of and abide by the findings of the Risk Assessment. NB: If, as a result of a review, changes are made to the Risk Assessment the relevant box on the attached page should be completed as appropriate by the staff concerned.



## RISK ASSESSMENT

What are the hazards?	Generic Control Measures	✓ X N/A	Person to implement	Additional Control Measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
<b>Inadequate facilities to deal with injuries and ill health at work</b>	There are an appropriate number of trained personnel taking into account the size of the establishment, split sites, location, cover for absences and off site visits, age of pupils and young people and type of activities in accordance with first aid guidance	✓	TB	Each bubble has a paediatric first aider.  Each bubble will have a first aid kit and forms in their classroom.  Staff will inform KM & ML in plenty of time if provisions need restocking.  Children will be treated in their space or outside.	TB / KM / ML / All staff	On going
	Certificates of trained employees e.g. First Aiders and Appointed Persons are in date and copies are kept on site	✓	TB			
	Refresher training is provided before expiry (currently within three years of the training date)	✓	TB			
	Foundation stage learning settings have at least one person who is a qualified paediatric first aider on site and on any trips at all times	✓	TB			
	All staff have been informed of first aid equipment location, the persons appointed to provide first aid and how to summon them	✓	TB			
	Appropriate provision is available e.g. appropriate number of first aid kits including for off site visits	✓	TB			
	An appointed person(s) has been nominated to manage and restock first aid provision	✓	KM ML			
	There is an appropriate place available to administer first aid.	✓	All			
<b>Exposure to Biological Hazards</b>	There is appropriate personal protective equipment available for employees who may be exposed to biological hazards e.g. disposable gloves for First Aider's	✓	TB	PPE (gloves, aprons, masks, eye protectors) are available in each bubble. Bubble staff responsible for restocking.	All staff	On going
<b>Bodily fluids and control of waste</b>	Staff are aware and follow the procedure for dealing with and disposal of bodily fluids and waste materials	✓	All	Double bagged in the pedal bin in the classroom.	All staff	On going

What are the hazards?	Generic Control Measures	✓ X N/A	Person to implement	Additional Control Measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
<b>Coronavirus (COVID-19) Outbreak Supplement</b>						
<b>Children below the age of 24 months first aid provision</b>	A full Paediatric First Aider (PFA) is on the premises at all times when children below the age of 24 months are present	✓	TB		TB	On going
<b>Children aged 2-5 first aid provision</b>  <b>If best endeavours to secure a member of staff with full PFA to be on site are unsuccessful during the coronavirus outbreak</b>  (No face to face training currently available)	The school/setting, uses 'best endeavours' by taking all the steps possible to ensure there is a paediatric first aider on site when children are present	✓	TB	➤  ➤ <i>These courses normally take around 2-3 hours and costs can vary from £15 to £30 and there can be discounts when buying more than one dependent on the online provider</i>  ➤ As far as is possible	TB	On going
	Collaboration is arranged between schools/setting and children and/or staff from other settings if they are clustered into one place to share resources	n/a	n/a			
	Staff holding a current First Aid at Work or Emergency First Aid at Work certificate will undertake an online <b>Paediatric First Aid Course that is CPD Accredited with an end of course assessment and certificate.</b> <i>This is done so far as is reasonably practicable as a temporary measure to supplement their existing First Aid at Work or Emergency First Aid at Work qualification until face to face training is available</i>	n/a	n/a			
	There are significantly reduced numbers of children in school reducing the risk of child needing paediatric first aid	✓				
	Activities are reduced that could increase risks of accidents for the children in school	✓	All			
<b>First Aider dealing exposure to Coronavirus (Covid-19)</b>	Staff to be familiar with and follow the 'Guidance for First Aiders who may be required to undertake CPR during the COVID-19 outbreak'	✓	TB	➤ <i>Guidance can be found on the DCC Health and Safety Section S4S Resources page</i> Shared with staff in their packs.	TB	June 2020

What are the hazards?	Generic Control Measures	✓ X N/A	Person to implement	Additional Control Measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
<b>Aftermath of Incident</b>	First aiders are given suitable support to deal with aftermath of dealing with any serious or upsetting incidents.	✓	All	➤	TB	When appropriate
	All significant accidents are investigated to identify immediate and underlying causes	✓	TB			
	All reportable incidents are reported through the online Derbyshire Incident Reporting system	✓	TB			