

HAMPTON GARDENS: FIRST AID POLICY - Annex

COVID-19 SCHOOL ARRANGEMENTS

From March 2020, the global Covid-19 pandemic has meant that some operational procedures in schools may have changed. This annex outlines the changes to administering First Aid at Hampton Gardens during the Covid-19 outbreak.

Practical Guidance for first aiders at Hampton Gardens

When conducting first aid, first aiders should;

- assess the situation and evaluate the dangers to themselves and the casualty,
- call for help and if needed, ask somebody to call 999 for an ambulance in an emergency situation,
- wear appropriate PPE if it is available. This should be worn by trained staff members only. PPE could include gloves, a face mask, a visor, eye protection and a disposable apron.
- try to assist at a safe distance from the casualty,
- encourage the casualty to administer first aid on themselves where possible, with verbal advice from the first aider - this could include using an antiseptic wipe to clean a minor wound or apply a dressing for themselves,
- minimise the time there is close contact between the casualty and first aider - try to ensure close contact does not occur for longer than 15 minutes,
- remember the 3P model - preserve life, prevent worsening, promote recovery.

After delivering any first aid, first aiders should;

- if worn, remove PPE in the correct sequence, sanitising hands at the appropriate points,
- ensure they safely discard disposable items in the clinical waste bin,
- clean reusable items thoroughly using soap and water,
- wash their hands thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible,
- make an appropriate record of the first aid that is administered

Advice on Cardiopulmonary resuscitation (CPR)

The Resuscitation Council UK has issued specific advice to first aiders on giving cardiopulmonary resuscitation (CPR) during the Covid-19 outbreak. The advice states that there is a risk to the first aider of contracting Covid-19 whilst giving rescue breaths, therefore the advice is as follows.

On discovering an unconscious adult casualty,

- **Shout for help and ensure an ambulance is called by dialing 999. If Covid-19 is suspected, tell them when you call 999.**
- If PPE is available, this should be worn by trained staff members only. PPE could include gloves, a face mask, a visor, eye protection and a disposable apron.
- **Do not** listen or feel for breathing by placing your ear or cheek close to the patient's mouth. Recognise cardiac arrest by looking for the absence of signs of life and the absence of normal breathing. If you are in any doubt about confirming cardiac arrest, the default position is to start chest compressions until help arrives.

HAMPTON GARDENS: FIRST AID POLICY - Annex

COVID-19 SCHOOL ARRANGEMENTS

- If there is a perceived risk of infection, place a cloth or towel over the casualty's mouth and nose and attempt compression only CPR until the ambulance arrives. Put hands together in the middle of the chest and push hard and fast.
- If a defibrillator is available this significantly increased the casualty's chance of survival but does not increase the risk of infection.
- After performing compression only CPR, first aiders should wash their hands thoroughly with soap and water. They should also seek advice from the NHS 111 coronavirus advice service.

Paediatric cardiac arrest is more likely to be caused by a respiratory problem, than a cardiac problem; this makes ventilations crucial to the child's chances of survival. Performing rescue breaths will increase the risk of transmitting the Covid-19 virus, either to the first aider or the child/infant. However, this risk is small compared to the risk of taking no action as this will result in certain cardiac arrest and the death of the child.

Therefore on discovering an unconscious paediatric casualty,

- **IMMEDIATELY Shout for help and ensure an ambulance is called by dialing 999. If Covid-19 is suspected, tell them when you call 999.**
- If PPE is available, this should be worn by trained staff members only. PPE could include gloves, a face mask, a visor, eye protection and a disposable apron.
- **Do not** listen or feel for breathing by placing your ear or cheek close to the patient's mouth. Recognise cardiac arrest by looking for the absence of signs of life and the absence of normal breathing. If you are in any doubt about confirming cardiac arrest, the default position is to start chest compressions until help arrives.
- Ventilations can be given, using a CPR face shield. The decision to commence ventilations carries an increased risk of infection and first aiders should only do so in an emergency situation, having evaluated the risks to themselves and the casualty.
- If a defibrillator is available this significantly increased the casualty's chance of survival but does not increase the risk of infection.
- After performing compression only CPR, first aiders should wash their hands thoroughly with soap and water. They should also seek advice from the NHS 111 coronavirus advice service.

First aid kits and first aid resources

At Hampton Gardens, all first aiders have been provided with their own basic first aid kit containing basic first aid equipment and disposable ice packs. This reduces the risk of transmission of Covid-19 through sharing equipment in the First Aid room and also reduces the movement of students around school. All staff will be provided with a list of qualified first aiders, along with their usual locations. A first aider will be on duty in the Dining Hall / Main Hall area for the duration of lunch time.

First aid cover and qualifications during the outbreak

The Health and Safety Executive (HSE) have confirmed a three-month extension to the validity of the following first aid qualifications during the Covid-19 outbreak;

- First Aid at Work

HAMPTON GARDENS: FIRST AID POLICY - Annex

COVID-19 SCHOOL ARRANGEMENTS

- Emergency First Aid at Work
- Paediatric First Aid
- Emergency Paediatric First Aid

The first aid training industry in England is confident that enough courses will now be available for all required requalification training to take place. HSE has therefore agreed a final deadline for requalification for these qualifications of **30 September 2020**.

A two day refresher course was completed by all staff in need of this training on 14 and 15 July 2020.

All first aiders have watched this [video](#) and read the guidance on how to don PPE provided by the Department for Education.

Availability of first aiders due to shielding or absent staff

At Hampton Gardens we have sufficient first aiders available. This situation will be constantly reviewed as the school reopens for all students in September 2020.

Response to a potential infection of Covid-19

The main symptoms of COVID-19 are currently:

- a high temperature - this means feeling hot to the touch on the chest or back (you do not need to measure the temperature with a thermometer).
- a new, continuous cough - this means coughing more than once an hour, or 3 or more coughing episodes in 24 hours (if the person usually has a cough, it may be worse than usual)
- loss or change to the sense of smell (anosmia) - this means having noticed the inability to smell or things smelling differently to normal

If a student or member of staff shows signs of a possible infection, they should be sent home. Whilst waiting for a parent, the student should be escorted, at a distance to G9 and then observed, if possible, through a closed door (or at a distance). The room should be well-ventilated. If the student needs to go to the toilet, they should use a separate bathroom which should be cleaned thoroughly before being used by anyone else. PPE should only be worn if direct care is required and a distance of 2m cannot be maintained. Staff and parents need to be ready to engage in the NHS Test and Trace process:

- they should book a test,
- provide details of anyone they have been in close contact with if asked by NHS Test and Trace,
- self-isolate if they have close contact with someone who develops Covid-19
- Inform the school immediately of the results of the test:
If someone tests negative and they feel well, they can stop self-isolating.
If someone tests positive, they should follow the guidance and continue to self-isolate for at least 10 days from the onset of symptoms. Other household members should self-isolate for 14 days.

HAMPTON GARDENS: FIRST AID POLICY - Annex COVID-19 SCHOOL ARRANGEMENTS

The school will take swift action when they become aware that someone who has attended school and has tested positive for Covid-19.

The school will contact the local health protection team who will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period they were infectious, and ensure they self-isolate.

Close contact means:

- direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)
- proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual
- travelling in a small vehicle, like a car, with an infected person

For this reason, we will keep records of timetables and seating plans for all students.

If there is a confirmed case in school, we must notify the Health Protection Team of Public Health England on 0300 303 8537 (option 9) or via eoecrc@phe.gov.uk.

We are likely to be asked for the following information:

- Setting Name and Address
- Primary Contact at the setting
- How many students in total attend the setting
- How many are attending at the time of this discussion
- Number of potentially at risk (total staff and children) e.g. how many within the child's 'bubble'
- Number of possible/suspected cases
- Number of confirmed cases

We are also asked to notify the LA using EmergencySchool.closure@cambridgeshire.gov.uk.

HAMPTON GARDENS: FIRST AID POLICY - Annex COVID-19 SCHOOL ARRANGEMENTS

