

Pupil is injured

Has the pupil bumped their head/ Bleeding heavily/ suspected break or fracture ?



**Scenario 1 : Minor injury
ALL Staff**

**Scenario 2 : Medium/Severe injury
Nominated 1st AIDER**

1. Administer basic 1st aid i.e. Wet paper towel.
2. Complete carbon copy accident book which are situated in the infant school office / junior school office.
3. Complete the accident slip in the book and give the **TOP** copy to the pupil to take home and leave the **COPY** in the **accident book for reference.**

1. Administer advanced 1st Aid techniques
2. Complete carbon copy accident book which are situated in the infant school office / junior school office.
3. Complete the accident slip in the book and give the **TOP** copy to the pupil to take home and leave the **COPY** in the accident book for reference.
4. For head injury phone parents/ 999
5. Complete LA form if hospital is recommended