



MEDICAL AND FIRST AID POLICY

Objective: To effectively meet the health, medical, and emergency needs of every individual in the school.

Aims:

- **Health Records Management:** Maintain comprehensive health records for each student, including medical histories, allergies, and emergency contacts.
- **Trained First Aiders:** Ensure qualified first aiders are present during operational hours, with additional training in conditions such as seizures, diabetes, and allergic reactions.
- **Accessible First Aid Kits:** Place well-stocked first aid kits in strategic, easily accessible locations throughout the premises.
- **Specialized Care Protocols:** Develop protocols for the administration of medications and emergency response, tailored to individual needs.

Procedures:

- **Medication Management:** Store medications securely, ensuring proper labeling and administration as per individual care plans.
- **Parental/Guardian Consent:** Obtain written consent before administering medication or treatments.
- **Hygiene Standards:** Maintain strict hygiene protocols when handling injuries or medical situations, with proper use of gloves, aprons, and disposal of clinical waste.
- **Documentation:** Keep detailed records of all medical treatments, incidents, and follow-ups.