The Hathaway Academy Risk Assessment (COVID -19)
First Aid

Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual Risk Rating HIGH MED LOW	Are Existing Controls Adequate?	
					Yes	No*
Insufficient first aid materials or trained persons in an emergency due to number of staff available to be in academy as a consequence of self-isolation, illness or an underlying condition.	Pupils Staff Visitors	Ill Health Incidents	• There is no hazardous or high-risk activities/equipment/plant etc. within the academy that would cause fatal or disabling injuries when used instructed/appropriately. No practical activities, Painting, Use of Glue sticks, large group games and PE activities will take place. Outdoor breaks to be supervised and staggered to meet social distancing with pupils and staff remaining in bubble groups. • PPE is provided for the administering of First Aid at the academy when social distancing cannot be met • Procedure for first aid and medication during COVID19 is available on the academy website. • The response time for an ambulance/for persons to reach the hospital is estimated at 10 minutes. (Likelihood of ambulance being sent due to breathing difficulties is increased by calling 999). • The academy has a sufficient number of first aiders. All staff have completed First Aid at Work at work training. • ATT Online LMS training system offers the following training for all staff: ○ First aid Work (3-year refresher training) ○ First Aid Appointed person ○ First Aid/Riddor	MEDIUM	**YES**	

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			• Regular refresher training is undertaken prior to expiry date by the nominated first aid personnel to ensure competence/knowledge is up to date. (Training expiry dates can be extended by up to 3 months. (Applies to certificates expiring on or after 16.03.2020). • A first aid list is displayed in the academy • First aid kits available in every room in use • First aid provision is checked on a weekly basis by class teacher and by a nominated person monthly who will record these checks, and any used stock is replenished. • A 999 call will be made for any serious injuries that are beyond the capabilities of the trained first aid persons.			
Insufficient trained First Aiders in an emergency due to number of staff available to be in academy as a consequence of self-isolation, illness or an underlying condition.	Pupils Staff Visitors	Ill Health Incidents	• There is a sufficient number of first aiders to provide first aid treatment for the number of staff and pupils in the academy, at all times. • All members of staff have First Aid at Work training. • 6 staff have Emergency First Aid (6 hour) • Sufficient first aiders to provide cover for holidays, illness etc. • All staff are aware of how to summon first aid assistance. • Accident forms are used to record serious incidents. • ATT Accident reporting process to be followed and accident report forms emailed to AccidentReporting@academytransformation.co.uk • There must be no illegal items in the first aid kits i.e. Aspirin, Paracetamol, creams etc. • Paracetamol will be kept securely to assist in the event of a COVID19 infection/Symptoms.	MEDIUM	**YES**	

			• A list of first aiders including level of training on site during opening hours and in line is displayed and made available to parents. • ALL staff have first aid at work training ad the site manager has emergency first aid at work training in place • Continue to follow the most recent information from the Government / guidance from Health Protection Team (HPT) & Public Health England (PHE), this guidance obviously takes precedence.			

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