

First Aid Arrangements for Childcare Supervision for Children of Keyworkers at Cardinal Newman Catholic School

The school will ensure that there is a minimum of 1 first aid trained person on site at all times whilst children of key workers are present.

This is managed by using a rota of First Aid trained Cardinal Newman staff on Monday and Tuesday, and by the use of a First Aid trained Sports Coach on Wednesday, Thursday and Friday. The rota is managed by the Senior Leadership Team,

If the First Aider is a member of teaching staff they will form part of the Supervisory Rota within Anselm block.

If the First Aider is a member of support staff they will be based in Student Reception.

The Sports Coach will be based in the First Aid room in Aylesford when not actually coaching the students.

Social Distancing and PPE

The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed in a very small number of cases including:

- children, young people and students whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way
- if a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn (source: Coronavirus (COVID-19): implementing protective measures in education and childcare settings)
- Where face-to-face contact is essential, e.g., providing first aid treatment, personal care or safeguarding, this should be kept to 15 minutes or less whenever possible, contact should be side by side. (Source: Public Health England; definition of sustained contact)
- Social distancing is not required in an emergency situation, e.g. medical emergency, emergency evacuation etc. PPE should be used in a medical emergency if time permits (a first aid supply of PPE will be provided to all schools to secure an individual emergency situation, for example a sudden illness that may be Covid19 symptomatic of a child or staff member in school)
- Covid-19 first aid packs are available to ensure appropriate PPE for supervising staff

Reporting accidents and other incidents.

The reporting and investigation procedure is in place so that accidents, incidents or work-related ill-health can be recorded and those in managerial and supervisory positions can determine the likely cause of the accident/incident and consider action which may be required to prevent recurrence.

Certain types of injury and disease caused by work activities or the work environment and certain dangerous occurrences with the potential to cause injury must be reported to the Health and Safety Executive (HSE) under the Reporting of Injuries, Disease and Dangerous Occurrences (RIDDOR) Regulations 2013, <https://www.hse.gov.uk/riddor/index.htm>.

In general terms, the Regulations requires employers, and other people in charge of work premises, to report and keep records of:

- work-related accidents which cause deaths
- work-related accidents which cause certain serious injuries (reportable injuries)
- diagnosed cases of certain industrial diseases; and
- certain 'dangerous occurrences' (incidents with the potential to cause harm)

In light of the current Coronavirus pandemic, we are now required to report the following types of incidents relating to the virus:

- An incident that results or could have resulted in the release or escape of the COVID-19 virus must be reported as a dangerous occurrence.

Example of a dangerous occurrence: A lab worker accidentally smashing a glass vial containing coronavirus, leading to people being exposed.

Guidance: Given that school employees are not involved with working directly with the pathogen and/or biological samples it is highly unlikely that employees will experience this type of dangerous occurrence. (Regulation 7 and Schedule 2 – section 10 of the RIDDOR regulations 2013)

- Where a worker has been tested positive of having COVID-19 and there is reasonable evidence that exposure was caused from a work activity, this must be reported as a case of occupational exposure.

Example of a work-related exposure to coronavirus: A care worker who is tested positive with COVID19 after supporting a service user in their home, who was also tested and confirmed as having COVID-19.

Guidance: For this type of incident to be reportable as the occupational exposure of an employee, the diagnosis of COVID-19 must be reliably attributed to their work and verified by their GP or a registered medical practitioner. (Regulation 9 (b) of the RIDDOR regulations 2013)

- A worker dies as a result of occupational exposure to coronavirus.

Example: a member of staff dies as a result of exposure to Coronavirus from a work activity.

Guidance: The likely cause of death must be reliably attributed to their work and verified by their GP or a registered medical practitioner. (Regulation 6 (2) of the RIDDOR regulations 2013)

Employees have an obligation and responsibility to report any of the types of incidents stated above to their line manager.

Managers must continue to report all work-related incidents including any related to COVID 19 to the Madrigal, HCMAC and HSE.

When reporting a COVID 19 incident, please select

<https://notifications.hse.gov.uk/riddorforms/Disease>

Further information.

[HSE Guidance for RIDDOR Reporting of COVID-19](#)

If you need any further advice or information regarding the reporting requirements or advice on completing the record, please contact the Health and Safety Team on: OHSW@coventry.gov.uk