



**Cokethorpe**  

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**SCHOOL**

**First Aid Policy  
(incorporating Medical  
Assistance Procedures)**

September 2023

## FIRST AID POLICY

The First Aid Policy for Cokethorpe School is based upon the following principle:

- All pupils, staff and visitors have the right to receive prompt and appropriate First Aid treatment.
- Cokethorpe School will be advised by, and comply with, the Health and Safety (First Aid) Regulations 1981.

### Medical Information

- All parents must complete a medical form prior to their child starting at Cokethorpe School.
- All staff must complete a medical form prior to them starting work at Cokethorpe.
- The School Nurse will collate all medical information and make relevant details regarding the pupils available to those concerned via iSAMS. Staff are advised to read the medical section of pupils who are both in their tutor group and those they teach so they are aware of those with medical conditions such as asthma, epilepsy and diabetes.
- More detailed information on a condition can be obtained from the School Nurse.
- All staff and pupils have a responsibility to inform the School Nurse if their medical circumstances change, or if they have been in contact with a contagious illness.

### Responsibility

- All staff have a responsibility to respond in a medical emergency.
- Members of staff are encouraged to undertake First Aid training and the numbers trained will be equal or in excess of Department for Education guidelines and take into account the spread of the Prep and Senior School and the size of the site. Consideration is given to school holidays and weekends when levels of staff change.
- For list of First Aiders see last page.
- Members of the Maintenance department will undertake additional First Aid training related to equipment they may use.
- All full-time sports staff will hold a current First Aid certificate.
- The Heads of Science, Technology, Sport and Art will ensure all staff working within their departments receive additional information regarding potential injuries related to the chemicals and equipment used in those areas.
- Staff joining the School will be informed by the Deputy Headmaster during their induction of the First Aid policy and it is their responsibility then to be familiar with it.
- In an emergency the School office staff will support the School Nurse or First Aider by contacting parents and supplying an information sheet with address, phone number and date of birth of that pupil to be taken to hospital for further reference.
- If a member of staff uses an item from a First Aid box, it is their responsibility to inform the School Nurse so that the item can be replaced.
- The Maintenance Department should be contacted to deal with instances of spillage of body fluids to ensure hygienic and appropriate cleaning. A bottle of Bioman 999nc for sprinkling on fluid spillage immediately is available in the Medical Centre and Prep School office.
- Under the direction of the Headmaster, the School Nurse is in charge of First Aid including Paediatric First Aid for the Early Years Foundation Stage.
- All Early Years staff are required to have a paediatric First Aid certificate and a certificate is held by at least one person for outings off site.
- All staff have a responsibility for ensuring any personal medicines (prescribed and non-prescribed) are stored securely at all times on school premises.
- Staff must inform the School Nurse of all prescription medicines on the premises and being taken by staff.
- Staff must be competent to fulfil their role in school whilst taking any medicines.

### Calling for Medical Assistance

Staff may contact the School Nurse in an emergency on her office telephone (extn 2335). Portable two-way radio channel 5 is used by staff to request any assistance during sports sessions. Both offices hold portable two-way radios and can contact the Nurse or First Aider.

- All new staff are made aware during their induction with the Deputy Headmaster of how to dial for an emergency service from a school telephone. They should dial 999 and request an ambulance stating slowly and clearly the nature of the injury and number of casualties. The school address is Cokethorpe School, Witney, Oxon OX29 7PU – on the A415 between Ducklington and Standlake.
- The School address and contact numbers are on a laminated card attached to each sports first aid bag.
- In a medical emergency staff will attempt to contact the School Nurse in the first instance. When the casualty does not appear to be breathing, or, in cases of severe trauma or loss of consciousness, staff are advised to call the emergency services whilst waiting for the School Nurse to arrive.
- When an ambulance has been called a member of staff will be sent to the school driveway to direct the ambulance to the casualty.

### **Accident Reporting**

- All accidents and injuries involving pupils are recorded in the Medical Centre. The Headmaster will discuss this record weekly with the School Nurse.
- All accidents to staff and visitors are recorded on an Accident Report Form in the Medical Centre, which will be maintained in accordance with the Data Protection Act.
- The DSL (or DDSL) must notify local child protection agencies of any serious accident, or injury to, or the death of, any child while in the care of the School, and must act on any advice from those agencies.
- The School Health and Safety Officer will report all serious accidents in accordance with Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) to the Health and Safety Executive either through online reporting or on 0845 3009923 if serious or a fatality.
- Parents are informed by telephone or email of any significant accident or injury to their child on the day on which it occurs.
- If a pupil requires emergency treatment and transference to hospital by ambulance, a member of staff will accompany them until a parent arrives.
- The School Nurse will provide an overview of accidents and injuries to be reviewed at each half termly Health and Safety meeting.

### **First Aid Provision**

- The School Medical Centre is the main location for First Aid treatment and equipment.
- The Medical Centre has a sink and separate quiet room.
- First Aid boxes are located around School and contain basic First Aid equipment. Boxes are located at the following sites:
  - Prep and Senior Art rooms
  - Catering department
  - Toilets outside Kitchen/Coffee Shop
  - Costume department (plasters only)
  - Cricket pavilion (first team, Summer Term)
  - Deputy Head of Sixth Form office
  - DT workshop
  - Early Years classroom and outside
  - Front office
  - Maintenance Department
  - Medical Centre
  - School boat house
  - Science prep rooms
  - Senior School office
  - Sports Hall
  - Common Room
  - Prep School workroom
  - The Shed
  - On board all school minibuses
  - On board maintenance buggies/diggers/tractors

- Emergency asthma and diabetic kits are situated in the Senior and Prep School Offices, the Medical Centre and the Sports Office.
- An Automated External Defibrillator (AED) is sited on the wall next to the staff common room, near to the Medical Centre. Several staff are trained in its use, but the machine can be operated safely without prior training. Training on the use of the AED will be included in all future on-site first aid training.
- A second defibrillator is located in the maintenance sheds.
- A third defibrillator is located in the entrance to the Sports Hall.

### **School Trips and After School Events**

- When planning an off-site trip, the member of staff organising the trip will give the names of all pupils on the trip to the School Nurse who will prepare a list of relevant medical information to be taken on the trip. Parental contact numbers will be included if the trip is to return after school hours.
- It is the responsibility of the trip organiser to collect a small portable First Aid bag from the Medical Centre prior to leaving the School site.
- It is the responsibility of the member of staff in charge of organising an event which will take place on site after the normal school day to inform the School Nurse who will ensure there are adequate First Aid boxes available and staff should collect them from the Medical Room.

### **Pupils with Medical Needs**

Most pupils will at some time have a medical condition that may affect their participation in school activities. For many this will be short-term - perhaps finishing prescribed medication even though the child's doctor regards the child as fit to attend School. Others have medical conditions which, without help, could limit their access to education. Most are able to attend School regularly and, with some support from the School, take part in most normal School activities. However, School staff may need to take extra care in supervising some activities to make sure that these pupils, and others, are not put at risk.

An Individual Health Care Plan can help the School to identify the safety measures to support pupils with medical needs and ensure that they and others are not put at risk. A Care Plan will generally only be drawn up for a child with medical needs who cannot attend School normally without help with medication or medical assistance.

Parents have prime responsibility for their child's health and should provide the School with information about their child's medical condition. Parents and pupils may give details in conjunction with their GP or paediatrician. Specialist voluntary bodies, eg the National Asthma Campaign, can also provide background information for School staff.

The School Nurse provides advice on health issues to pupils, parents, teachers, education officers and local authorities.

There is no legal duty which requires School staff to administer medication; this is a voluntary role. Staff who provide support for pupils with medical needs, or who volunteer to administer medication, need support from the Headmaster, School Nurse and parents, access to information and training, and reassurance about their legal liability.

Care Plans are designed as appropriate taking account of all needs, including any arising from gender, disability, race, religion and belief, age and sexual orientation.

### **Medication**

Used correctly, medication helps to fight infection, speed recovery, relieve pain and symptoms, control diseases and disorders.

The hazards inherent in the administration of medication arise from the potential to:

- Take the wrong medicine or dose
- Mix medicines, foods and other consumables with unexpected interactions

- Miss a dose

The following terms are used in this document:

- Medication: any drug, medicine, preparation or substance in any form, ie tablets, capsules, liquids, creams, ointment, sprays, gases etc. used for medical or dental treatment
- Prescription: written instruction for the composition and use of medication issued by a doctor or a dentist for the medical or dental treatment of a single individual
- Prescribed medication: any medication obtained from a pharmacist on prescription
- Non-prescribed medication: any medication obtained without a prescription. These may sometimes be referred to as common or homely remedies

No pupil under 14 should be given medication without his or her parent's written consent. This must be given to the school nurse with the medication. Any member of staff giving medicine to a pupil should check:

- The pupil's name
- Written instructions provided by parents or doctor
- Prescribed dose
- Expiry date

If in doubt about any of the procedures, the member of staff should check with the School Nurse, parents or a health professional before taking further action.

If a pupil refuses medication, School staff should not force them. The School should contact the pupil's parent or carer and, in an emergency, the emergency services.

The School Nurse must complete the iSAMS system of recording administered medication. Other School staff must inform the School Nurse by email whenever they give medication to a pupil. On a School trip, a medications log card will be completed and returned to the Medical Centre after the trip. If the School Nurse is not available to administer medication, the dosage and administration should be witnessed by a second adult where practical. It will frequently not be practical to obtain a witness in a School setting so extra care must be taken that all details of the pupil and medication are correct.

### **Care Plan Summary**

An overview of the Care Plan management system is as follows:

- Pupil presents with medical needs
- The School Nurse briefs staff on implications of condition, especially of volunteering to assist with medication
- Training by the School Nurse is provided if staff volunteer to assist with medication
- A Care Plan is drawn up reflecting voluntary involvement or non-involvement of staff

No Care Plan is required where a pupil with medical needs self-administers medication.

### **Medication in Schools for Pupils: Who is Responsible?**

#### **General**

Responsibility for pupil safety must be clearly defined with each person involved in the pupil's care and everyone involved should be aware of what is expected of them. Close co-operation between schools, parents and other agencies will help provide a suitably supportive environment for pupils with medical needs.

#### **Parents and Guardians**

Parents are responsible for making sure that their child is well enough to attend School. Pupils who suffer from diarrhoea or vomiting will not be allowed to return to School for 48 hours after the last episode of diarrhoea or vomiting. This is in accordance with the Department of Health guidance on infection control in Schools. The School Nurse displays a full guidance list in her office and will be able to advise the School and parents on other infections.

This guidance is not intended to facilitate in any way the attendance (which must be discouraged) at School of sick children.

Parents should provide the Headmaster and School Nurse with sufficient information about their child's medical condition and treatment or care needs at School.

The Headmaster must not pass on information about a child's health to other School staff without a parent's agreement. Sharing information is important if staff are to ensure the best care for a pupil and it may be necessary to refuse assistance with medication where permission is unreasonably withheld. The School Nurse is governed by the NMC (Nursing and Midwifery Council) and its policy on confidentiality.

Some parents may have difficulty understanding or supporting their child's medical condition themselves. The School Nurse can often provide additional assistance in these circumstances.

Parents' cultural and religious views should always be respected as long as these are in line with the safeguarding and child protection policy and procedures.

### **The Headmaster**

When teachers volunteer to help pupils with their medical needs, the Headmaster must, in conjunction with the School Nurse, agree to their doing this, and must ensure that teachers receive proper support and training. Where necessary the School Nurse can be approached for training. The School Nurse can be asked to obtain parental agreement to the sharing of information with all staff.

The Headmaster must ensure that parents are aware of the School's policy and procedures for dealing with medical needs. It is fundamental that parents keep children at home when they are acutely unwell. The Headmaster, in conjunction with the School Nurse, will agree with the parents exactly what support the School can provide. Where there is concern about whether the School can meet a pupil's needs, or where the parents' expectations appear unreasonable, the Headmaster can seek advice from the School Nurse. The Headmaster will support a decision to refuse assistance which is impractical to give.

### **Other School Staff**

Some staff are naturally concerned about their ability to support a pupil with a medical condition, particularly if it is potentially life threatening or complex. Teachers who have pupils with medical needs in their class should understand the nature of the condition and when and where the pupil may need extra attention. The pupil's parents/guardians and the School Nurse should provide this information. Staff must be aware of the likelihood of an emergency arising and the action to take if one occurs.

Staff who agree to accept responsibility for administering prescribed medication to a pupil (in the event that the School Nurse is not available) must have proper guidance and training which will include the possible side effects of medication.

### **The School Nurse**

The School Nurse is a qualified practitioner who is registered with the NMC (Nursing and Midwifery Council) and provides advice on health issues to children, parents, teachers and, where appropriate, education welfare officers.

The School Nurse provides guidance on medical conditions and, in most cases, specialist support for a child with medical needs.

The School Nurse will draw up individual Care Plans for pupils with medical needs and may be able to supplement information already provided by parents and the child's GP. The School Nurse can advise on training for School staff willing to administer medication or take responsibility for other aspects of support if requested.

### **The General Practitioner (GP)**

GPs are part of Primary Health Care teams. Most parents will register their child with a GP. A GP has a

duty of confidentiality to parents. Any exchange of information between GPs and schools about a child's medical condition should be with the consent of the child or of the parent or guardian. In some cases parents may agree for GPs to advise teachers about a child's condition. School staff should not approach GPs directly for information but should make any request through the School Nurse or parent.

### **Other Health Professionals**

The School Nurse may involve other Health Professionals in giving advice to the School on individual pupils or on health problems generally. The School Nurse may feel it appropriate to make referrals to other specialist Health Services or professionals for individual pupils.

Some pupils with medical needs will receive dedicated support from a specialist nurse or paediatric nurse. These nurses often work as part of an NHS Trust and work closely with the Primary Health Care team. They can provide advice on the medical needs of an individual pupil, particularly when a medical condition has just been diagnosed and the pupil is adjusting to new routines. The School Nurse can act as a liaison service in these instances.

Pupils who carry and need help to administer, or whose medicine is entrusted into the School's care, are recorded.

### **Drawing up an Individual Health Care Plans**

The purpose of a Care Plan is to identify the Level of support that is needed at School for a pupil who is unable to attend school normally without the assistance of medication or support of a medical nature.

### **Which Children Require Individual Health Care Plans?**

Most children will at some point have a medical need that requires medication to be given in School. This may be to finish a prescribed course of antibiotics or a painkiller for a headache. A detailed plan is not required for short term needs of this nature as long as there are parental consent systems in place for administering the drug and there is a record of having administered the medicine.

Children who do require a Care Plan will have a significant and long-term medical condition and meet at least one of the following criteria:

- Have a need for the School Nurse or School staff to volunteer to provide some prescribed intervention of a nature not normally associated with School staff
- Have a need for School staff to be alert to recognise potential emergency situations and know what action to take
- Have a need for School staff to be aware of medical implications for certain areas of the curriculum such as PE, Drama, Science or DT

### **How will the children who would benefit from a Care Plan be identified?**

The additional support needs of most children will be identified within the Health Screening Form. Parents, the School and the School Nurse are accustomed to working closely together at this time, for example to draft a Co-ordinated Support Plan if appropriate. A Care Plan should also be considered and will be started at this time for pupils who meet the criteria set out above. Changes in health or circumstance may also lead to the need for a Care Plan.

### **Drafting the Plan**

When pupils have been identified by the School Nurse as requiring a Care Plan, the School Nurse will be responsible for producing the medical details in conjunction with parents and pupils and School where appropriate.

The School Nurse will then complete the sections detailing how the pupil's medical needs will be met in School or on excursions in conjunction with accompanying staff on the excursion.

### **Reviewing and Updating the Care Plan**

The School Nurse is responsible for ensuring that the Plan is regularly reviewed and updated as necessary.

## **The Management of the Care Plan**

A copy will be sent to the Bursar and shared on a need to know basis. Staff who may need to deal with an emergency will need to know about a pupil's medical needs. Temporary staff dealing with children will also need to know about any medical needs.

## **Staff Training**

A Care Plan may reveal the need for some School staff to have further information about a medical condition or specific training in administering a particular type of medication or in dealing with emergencies. The School Nurse can assist with this.

## **Confidentiality**

School staff should treat medical information confidentially. The School Nurse should agree with the pupil (where he/she is over 16 years old or has Gillick competence).

Legally Gillick competency will depend on "... whether or not a child is capable of giving the necessary consent will depend on the child's maturity and understanding and the nature of the consent required. The child must be capable of making a reasonable assessment of the advantages and disadvantages of the treatment proposed, so the consent, if given, can be properly and fairly described as true consent". (Gillick v West Norfolk, 1984)

The School Nurse should discuss with the parent who else should have access to records and other information about a pupil. It may be necessary to refuse assistance with medication where permission to share information is unreasonably withheld.

If medical information about a pupil was to be withheld from staff, they would not generally be held responsible if they act incorrectly in giving medical assistance in good faith.

The School Nurse is governed by the NMC code of conduct with regards to confidentiality. Professional boundaries may differ to those in the policy for School Staff. The School Nurse will adhere to the NMC Principles and Code of Conduct at all times.

## **Dealing with Medicines Safely**

### **Safety Management**

The Headmaster (with assistance from the School Nurse) has prime responsibility for the safe management of medicines kept at School. This duty derives from the Control of Substances Hazardous to Health Regulations 1994 (COSHH). School staff are also responsible for making sure that anyone in School is safe.

### **Storing Medication**

Schools must not store large volumes of medication. The School Nurse should ask the parent or pupil to bring in the medication required in the original packaging and entrust it to the School Nurse's custody and stored in a secure lockable cupboard.

The School Nurse will advise on suitable storage of medication. When the School does store medicines, staff must ensure that each is in a labelled container showing the name of the pupil, the dose of the drug and the frequency of administration. School staff must never transfer medicines from their original containers into other containers. Some medicines, such as asthma inhalers, must be readily available to pupils. Many schools allow pupils to carry their own inhalers. Other medicines must be kept in a secure place.

If the School locks away medication that a pupil might need in an emergency such as Epipens, all staff must know where to locate the medicine.

Some medicines need to be refrigerated. A specialist medicines fridge is located in the School Nurse's Office. All fridge medicines must be clearly labelled. The fridge requires monitoring for temperature. An



action plan should be devised and implemented if the fridge is outside of these temperatures. (School Nurse is responsible)

Out of date medications need to be safely disposed.

### **Access to Medication**

Pupils must have access to their medicine when required. The School must make special access arrangements for emergency medication that it keeps. Medicines must only be accessible to pupils for whom they are prescribed.

### **Hygiene**

All staff must be familiar with normal precautions for avoiding infection and must follow basic hygiene procedures such as hand washing. Staff must also have access to protective disposable gloves and take care when dealing with spillage of blood or other body fluids and disposing of dressings or equipment.

### **Record Keeping**

#### **General**

Parents are responsible for supplying information about medical conditions and medicines that their child needs to take at School and for letting the School know of any changes. The parent should provide written details including:

- Name of medication
- Dose
- Method of administration
- Time and frequency of administration
- Other treatment
- Any side effects

#### **Record Retention**

Records must be kept along with all Health Care Plans until the date of the pupil's 25th birthday. In the case of children with severe/profound educational difficulties, records should be kept indefinitely.

#### **Automated external defibrillator (AED)**

- The School has three automated external Defibrillators (AED). These are situated directly outside the common room, inside the Maintenance Department coffee room and in the entrance to the Sports Hall.
- An AED is a machine used to give an electric shock when a person is in cardiac arrest, i.e. when the heart stops beating normally. Cardiac arrest can affect people of any age and without warning. If this happens, swift action in the form of early cardiopulmonary resuscitation (CPR) and prompt defibrillation can help save a person's life.
- An AED is designed to be used by someone without any specific training and by following step by step instructions on the AED at the time of use. But under the PUWER guidelines 1998 (Provision and use of work equipment) AED training can be given via the School Nurse who has a training device, and through short certificated courses run on School site. A training DVD is also available from the School Nurse as individuals who receive training will also feel more confident to use the AED in an emergency
- The AED will be used to facilitate a swift response in the event of a cardiac arrest. An algorithm of the chain of survival will be displayed clearly with each AED making it easy to see immediately the next step to be taken. Clear signage will be displayed indicating the location of the two defibrillators.
- The School will keep the AEDs maintained following the guidelines suggested as best practice by the manufacturer and should reach the minimal standards as set down by the Department of Education July 2015, Automated External Defibrillators (AEDs) A guide for schools.

### **Creating an Allergy-Safe School Environment**

Individuals at risk of anaphylaxis must learn to avoid specific triggers. While the key responsibility lies with the pupils at risk and their families, the school community must also be aware. Special care is taken to avoid exposure to allergy-causing substances.

Given that anaphylaxis can be triggered by minute amounts of an allergen when ingested, children with food allergy must be encouraged to follow certain guidelines:

- Eat only food which they have brought from home unless it is packaged, clearly labelled and approved by their parents. The School catering staff are made aware of children with specific allergies.
- Wash hands with soap and water before and after eating.
- Not share food, utensils or containers.
- Place food on a napkin or wax paper rather than in direct contact with a desk or table.

## COKETHORPE SCHOOL FIRST AIDERS

The Headmaster will ensure there is at least one qualified first aider on site when children are present. A member of staff is qualified to teach First Aid courses and will liaise with the School Nurse to ensure all qualifications are kept in date and refresher courses undertaken every 3 years.

AED training will be included in all on-site first aid training. Staff will be briefed on the use of an EpiPen in September INSET and at the request of any member of staff prior to an off-site trip.

Name	Course	Expiry date	Department
Arbuckle, Sasha	Outdoor First Aid level 3	09.06.26	Teacher
Arbuckle, Sasha	Hostile environment trauma	13.06.26	Teacher
Ballard, Martin	First Aid at Work level 3	13.11.24	Catering
Basse, Kim	Paediatric First Aid level 3	28.09.24	Prep
Billington, Linda	Sports First Aid Level 2	04.09.24	Sports coach
Black, Nicola	Paediatric level 3	26.07.26	Prep
Bosse, Ethan	Outdoor First Aid level 3	10.06.25	Teacher/DofE/shooting
Bowerman, Gavin	First Aid at Work level 3	25.10.25	Grounds
Bowles, Eileen	First Aid at Work level 3	18.06.24	Catering
Bowsher, Keith	First Aid at Work level 3	26.10.24	Maintenance
Brash, Caroline	Hostile environment trauma	13.06.26	Prep
Brash, Caroline	Outdoor First Aid level 3	09.06.26	Prep
Brash, Caroline	Paediatric First Aid level 3	18.06.24	Prep
Clarke, Claudia	First Aid at Work level 3	18.06.24	DT
Cooper, Megan	Paediatric First Aid level 3	16.06.25	Teacher
Dufeu, Sarah	Paediatric First Aid level 3	24.09.24	Prep
Elkin-Jones, Iago	Paediatric First Aid level 3	18.06.24	Teacher
Ford, Freda	First Aid at Work level 3	03.11.25	Catering
Gaertner, Bret	Paediatric First Aid level 3	28.09.24	Teacher
Gaertner, Bret	Paediatric First Aid level 3	28.09.24	Prep
Gale, Adrian	Paediatric First Aid level 3	18.06.24	Science
Garitey, Cecile	Paediatric first aid level 3	16.06.25	Teaching
Griffiths, Elizabeth	Paediatric First Aid level 3	16.06.25	Teacher
Gutteridge, Rosie	First Aid at Work level 3	03.11.25	Catering
Harper, Abbie	First Aid at Work level 3	03.11.25	Catering
Hill, Claire	First Aid at Work level 3	03.11.25	Catering
Hole, Simon	First Aid at Work level 3	25.10.24	Grounds
Homewood, Jenny	Paediatric level 3	08.06.26	Medical
Hughes, Faye	Paediatric First Aid level 3	18.06.24	Prep
Ilott, Anthony	First aid at work	25.10.24	Maintenance
James, Joanna	Paediatric First Aid level 3	28.09.24	Prep
Jeffrey, Laura	First Aid at Work level 3	03.11.25	Catering
Joiner, Mike	First Aid at Work level 3	12.12.25	Teacher
Keates, Gail	First Aid at Work level 3	18.06.24	Sport
Keates, Gail	First Aid at Work	18.06.24	Administration/sport
Ladell-Stuart, Alex	Hostile environment trauma	13.06.26	Teacher
Ladell-Stuart, Alex	Outdoor First Aid level 3	09.06.26	Teacher
Lee, Charlotte	First Aid at Work level 3	26.10.24	Administration
Lewis, Lorna	Paediatric First Aid level 3	28.09.24	Sport

Logan, Taryn	Paediatric First Aid level 3	28.09.24	Administration
Lockett, Rachel	Paediatric First Aid level 3	24.09.24	Prep
Marshman, Charlotte	LV3 First Aid for Schools course	30.11.24	IT
Mathias, Graham	First Aid at Work level 3	25.10.24	Grounds
McNaughton, Heather	Paediatric First Aid level 3	18.06.24	Prep
Moore, Rachel	Paediatric First Aid level 3	16.06.25	Teacher
Murphy, Jo	First Aid at Work level 3	18.06.24	Science Technician
Neame, Julia	Paediatric First Aid level 3	28.09.24	Learning support
Nunn, Gladys	First Aid at Work level 3	18.06.24	Cleaner
Orton, Sarah	Paediatric First Aid level 3	18.06.24	Teacher
Orton, Sarah	Hostile environment trauma	13.06.26	Teacher
Orton, Sarah	Outdoor First Aid level 3	09.06.26	Teacher
Peach-Toon, Abi	First Aid at work level 3	21.04.25	Teacher
Perrin, Amelia	Paediatric First Aid level 3	28.09.24	Prep
Phillips, Les	First Aid at work	26.10.24	Grounds
Pratley, Julie	Paediatric First Aid level 3	24.09.24	Science Technician
Procter, Nicola	Paediatric First Aid level 3	24.09.24	Prep
Rachel Lockett	Paediatric First Aid level 3	24.09.24	Prep
Rennie Andrew	Activity First Aid	12.12.25	Teacher
Robinson, Jack	Activity First Aid	12.12.25	Sport
Rushton, Jo	Paediatric First Aid level 3	28.09.24	Teacher/Learning Support
Semenzato, Elena	Activity First Aid	12.12.25	Teacher
Sheldon, Claire	First Aid at Work level 3	03.11.25	Catering
Slader, Tom	Outdoor First Aid level 3	10.06.25	Outdoor Education
Slader, Tom	Paediatric First Aid level 3	08.06.26	Outdoor Education
Smith, Jessica	Paediatric First Aid level 3	28.09.24	Prep
Statham, Victoria	Paediatric First Aid level 3	16.06.25	Teacher
Steventon, Aden	Outdoor First Aid level 3	10.06.25	Teacher/DofE
Taylor, Jackie	Paediatric First Aid level 3	24.09.24	Prep
Timms, Jason	First Aid at Work level 3	25.10.24	Maintenance
Topley, Sue	Paediatric First Aid level 3	28.09.24	Sport
Tracey, Richard	State Registered Paramedic		Medical
Uglow, Andrew	Hostile environment trauma	13.06.26	Teacher
Uglow, Andrew	Outdoor First Aid level 3	09.06.26	Teacher
Wadeson, Samantha	Paediatric level 3	26.07.26	Administration
Walwyn, Tom	First aid at work level 3	21.04.25	Teacher/Shooting
Webb, Jillianne	Paediatric First Aid level 3	16.06.25	Teacher
Whitcombe, Tamzin	First Aid at work	21.04.25	Teacher
White, Tom	First Aid at Work level 3	18.06.24	DT
Williams, Ellen	Outdoor first aid level 3	10.06.25	Teacher/DofE
Woodcock, Amber	Paediatric First Aid level 3	25.09.24	Sport
Woodruff, Michael	First Aid at Work level 3	26.10.24	Maintenance
Warren, Neil	First Aid at work level 3	03.11.25	Catering