



Al Ain English Speaking School

FIRST AID POLICY

PURPOSE

This policy establishes AAESS's commitment to providing safe, high-quality, and compliant first aid provision for students, staff, contractors, and visitors. It is applicable to on-site provision and school-led off-site activities

AIMS AND PRINCIPLES

The school is committed to:

- Providing prompt and appropriate first aid care
- Maintaining a safe and healthy learning environment
- Ensuring adequate trained first aid personnel are available at all times
- Keeping accurate records and reporting incidents appropriately

LEGAL & REGULATORY FRAMEWORK

- ADEK Health & Safety standards.
- ADPHC / OSHAD First Aid Code of Practice 4.0.
- UK Health & Safety (First Aid) Regulations 1981.
- DfE Guidance for First Aid in Schools (2022).

ROLES & RESPONSIBILITIES

- Governing Body & Principal
- Health & Safety Officer
- School Nurse / Medical Team
- Trained First Aiders
- All Staff

FIRST AID EQUIPMENT & FACILITIES

- DoH licensed school clinic.
- AED devices maintained and accessible.
- Infection control procedures.
- MOH-compliant first aid kits.
- First aid kits located in key areas and clearly labelled
- Kits are checked and replenished regularly
- Portable kits provided for trips and events

FIRST AID TRAINING REQUIREMENTS

- Compliance with OSHAD training levels.
- HSE aligned and first aid certification.
- Training is provided by an approved training provider and meets ADEK requirements.
- Training is refreshed in line with certification requirements and ADEK guidance.
- Records of first aid training, certification, and expiry dates are maintained and monitored by Health and Safety Officer.

PROCEDURES FOR MANAGING INCIDENTS

- On-site response protocol.
- Off-site provisions and portable kits.
- Medication administration in line with DoH guidelines.

ON-SITE RESPONSE PROTOCOL

Injury or Illness

- A trained nurse or first aider assesses and administers appropriate care.
- Serious incidents result in immediate contact with emergency services (998/999).
- Information is shared with all relevant parties.

Emergencies

- Serious incidents result in immediate contact with appropriate emergency services (998/999).
- An adult manages the situation and remains at the scene with the injured student until help arrives.
- Senior leadership and Clinic informed as soon as practicable.

All clinic staff and first aiders are required to limit their first aid treatment to that within the scope of their license and training level.

RECORD KEEPING & REPORTING

- Maintain accurate first aid/incident/accident logs.
- Medication stored securely and clearly labelled
- Report serious incidents to ADEK.

RISK ASSESSMENT

- Annual review using HSE and OSHAD methodology.

POLICY REVIEW

Annually or upon regulation changes.