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updated

Accident Management

Urgent Medical Treatment

From time to time, staff, students and visitors to the school may require urgent medical treatment.

St Patrick's College's Policy

In the event that a person requires urgent medical treatment whilst at St Patrick's College, it is our policy that:

- In any life threatening situation the welfare of the person is paramount and must be dealt with immediate priority;
- A student's parents/carers should be notified as quickly as possible;
- The College shall provide appropriate first aid facilities;
- The College shall employ appropriately trained staff who will provide a high level first aid service, and ensure that teaching staff have appropriate first aid training; and
- The College shall provide, or organise safe transport and care of students to and from medical treatment as appropriate.

Procedure

The following procedures shall be followed:

- In the case of a major accident or life threatening situation (Code Red), an ambulance will be called immediately and the person accompanied by St Patrick's College staff to hospital;
- In the case of urgent, but not life threatening situations (Code Green), St Patrick's College has a First Aid Office which may be used for the initial treatment of a student requiring first aid or emergency care at College;
- In the case of the death of a person on school grounds (Code Black), the body should be covered and NOT touched. The immediate area should then be isolated with a staff member remaining with the deceased until emergency services arrive.
- Where possible the College nurse, or a member of staff with appropriate first aid training, shall lead the initial treatment of the student until more specialised medical personnel are available;
- Parents/carers shall be notified of any injuries or illness requiring urgent treatment as soon as practically possible; and
- Where a parent/carer is unable to be contacted, or attend the College to collect the student, St Patrick's College staff may accompany the student to the doctor or hospital.

Flow Diagram

A flow diagram of our Accident Management Procedures is available [here](#).

Workers' Responsibility

All workers are responsible to ensure that:

- The welfare of the student is paramount and is dealt with immediate priority;
- Parents/carers are contacted as soon as practically possible; and
- Safe transport and care is provided to students when required.

Implementation

This policy is implemented through a combination of:

- Staff training with respect to urgent medical treatment;
- Effective incident notification procedures;
- Effective communication procedures;
- Effective record keeping procedures; and
- Initiation of corrective actions where necessary.

Discipline for Breach of Policy

Where a staff member breaches this policy St Patrick's College may take disciplinary action.