



First Aid and Health Management Policy

Rationale

Recognising our moral and legal obligations as a Catholic school community to provide a safe environment, Cardijn College has adopted the following policy to ensure that all members of our school community are aware of their responsibilities in regard to first aid and health management.

Policy Statement

Cardijn College:

- recognises the importance of providing timely and appropriate assessment and delivery of first aid and health management
- is committed to providing information and training to educate the school community about first aid and health management.

Responsibilities

The School Board will:

- develop, monitor and review the policy in accordance with legal requirements and the Church's teachings
- allocate resources to facilitate ongoing training and support in first aid and health management.

The school leadership will:

- ensure that this policy is adhered to when planning and conducting activities both onsite and offsite
- ensure that adequate resources are available to implement this policy
- ensure that effective first aid and health management processes are in place and communicated appropriately to the school community
- ensure that all legal requirements are met in respect to first aid and health management matters
- provide appropriate resources to educate students in their understanding of personal health management to enable them to make healthy life choices.

The school personnel will:

- adhere to this policy when planning and conducting activities both onsite and offsite
- ensure that all health management processes are adhered to
- ensure their personal training in first aid and health management is current
- treat personal information with respect and share it appropriately to ensure effective response to first aid and health management issues
- know and follow school procedures in the management of critical incidents

Date approved: August 2021

Date of next review: August 2024

The school personnel will: (Cont'd)

- know and follow school procedures for responding to incidents requiring assessment or treatment for first aid
- know and follow school procedures in reporting and documenting incidents as necessary
- support the education of students in their understanding of personal health management to enable them to make healthy life choices. conduct regular checks of medication stored at the College and inform families prior to the medication expiring

Students will:

- take responsibility for the management of their personal health, including appropriate disclosure
- broaden their understanding of personal health management to enable them to make healthy life choices
- be aware of their role in first aid and health management within the school community.

Parents will:

- keep the school informed of any health management issues and ensure this is up to date
- complete all necessary paperwork regarding health management of their child.
- supply all necessary first aid and health management items for their child (including EpiPen's, medications, etc.) to the school and ensure these are in date and can be used as necessary.

Date approved: August 2021

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