

Jubilee Academy First Aid Local Procedures

First aid boxes are located:

Staff Room and Classrooms

The class teaching assistant will be responsible for regularly checking that the contents of first aid boxes are complete and replenished as necessary. A check should be made at least termly.

First Aiders:

The Academy has sufficient numbers of first aiders (includes Initial First Aid at Work, Paediatric and Emergency First Aid). The EYFS Framework requires a list of staff first aiders to be displayed or staff Paediatric certificates displayed and made available to Parents. A list of first aiders is displayed in the staff room.

Concussion:

No-one should return to competition, training or Physical Education (PE) lessons within 24 hours of a suspected concussion. Anyone with a suspected concussion should NOT drive a motor vehicle (e.g. car or motorcycle), ride a bicycle, operate machinery, or drink alcohol within 24 hours of a suspected concussion. Follow Guidance from UK Government "if in doubt sit them out" UK Concussion Guidelines for non-elite (grassroots) sport.

Transport to Hospital:

If the first aider or Principal considers it necessary, the injured person will be sent directly to hospital (normally by ambulance). Parents and/or guardians will also be informed. No casualty should be allowed to travel to hospital unaccompanied and an accompanying adult will be designated in situations where the parents cannot be contacted.

First Aid Qualified Staff

Stacey Westwood	Emergency First Aid at Work	3 rd Sep 2024
Dawn Picken	Emergency First Aid at Work	3 rd Sep 2024
Lisa Smith	Emergency First Aid at Work	3 rd Sep 2024
Heather Wood	Emergency First Aid at Work	3 rd Sep 2024
Kelly Roscoe	Emergency First Aid at Work	3 rd Sep 2024
Karen Parkes	Emergency First Aid at Work	3 rd Sep 2024
Caitlin Sparkes	Emergency First Aid at Work	18 th May 2026
Daniel Philips	Emergency First Aid at Work	18 th May 2026
Leanne France	Emergency First Aid at Work	18 th May 2026
Kym Allen	Emergency First Aid at Work	18 th Sep 2026
Rachel Owen	Paediatric First Aid	3 rd Sep 2024
Kayleigh Leonard	Paediatric First Aid	3 rd Sep 2024
Lauren Clarke	Paediatric First Aid	20 th Jan 2026
Emily Tipton	Paediatric First Aid	20 th Jan 2026
Katie Jones	Paediatric First Aid	17 th April 2026