



Polasaí Garchabhrach ***First Aid Policy***

Scoil na bhForbacha
17668G

Dáta Ullmhaithe:	28/05/2026
Dáta Athbhreithnithe:	28/05/2028
Faofa ag:	Bord Bainistíochta SN na bhForbacha

1. Réasúnaíocht

Leagann an polasaí seo amach conas a sholáthraíonn SN na bhForbacha Garchabhrach agus ról agus freagrachtaí foirne maidir le Garchabhrach a riaradh. Is é cuspóir an Gharchabhrach contúirt agus míchompord láithreach a mhaolú. Níl in aon Gharschabhrach a thugann foireann scoile ach cúram sealadach amháin agus ní ionann é agus cóireáil leighis ghairmiúil. Táthar ag súil go ndéanfaidh Tuismitheoirí/Caomhnóirí scrúdú iomlán ar ghortuithe nuair a fhilleann an páiste abhaile.

2. Aidhmeanna

- Freastal ar riachtanais láithreacha daltaí agus foirne a ghortaítear nó a éiríonn tinn go tobann.
- A chinntiú go bhfuil acmhainní leormhaithe, nósanna imeachta, agus foireann oile i bhfeidhm.
- Cur chuige sábháilte agus comhsheasmhach maidir le Garchabhrach a riaradh a chur chun cinn.
- Cumarsáid shoiléir a chothabháil le tuismitheoirí/caomhnóirí nuair is gá.
- Cloí le treoirínte na hÚdaráis Sláinte agus Sábháilteachta (HSA) agus leis an reachtaíocht ábhartha.

3. Eolas Leighis

- Ní mór do Thuismitheoirí/Chaomhnóirí sonraí faoi aon riocht leighis nó ailléirgí a sholáthar ag am clárúcháin agus an scoil a chur ar an eolas faoi aon athruithe i rith na bliana.
- Cuirfear foláirimh leighis in iúl ar chóras bainistíochta na scoile agus roinnfear iad le foireann ábhartha.
- Ní mór sonraí teagmhála éigeandála (dhá cheann ar a laghad) a sholáthar agus a nuashonrú go bliantúil.

4. Nósanna Imeachta maidir le Garchabhrach a Riaradh

- Déanfaidh an duine freagrach is gaire measúnú ar gach gortú agus rangóidh siad iad mar mhionghortú nó gortú tromchúiseach.
- Mionghortuithe: gearrthacha, scríobadh, cnapáin bheaga nó créachtaí — glantar le glaineáin steirile, caitear leo le plástair/mála oighir de réir mar is gá.
- Gortuithe tromchúiseacha: gortuithe cinn, briseadh cnámh amhrasta, cailliúint fola throm, nó aon ghortú a éilíonn cúram breise — déantar teagmháil láithreach le tuismitheoirí/caomhnóirí; glaofar ar sheirbhísí éigeandála (999/112) más gá.
- Ba cheart do gach ball foirne lámhainní indiúscartha a chaitheamh agus iad ag déileáil le fuil nó sreabhanna coirp.

- Ní thabharfar daltaí a bhfuil ospidéalú ag teastáil uathu ach in otharcharr nó ag tuismitheoirí/caomhnóirí — ní bheidh siad in carr ball foirne choíche.

5. Cúinsí Speisialta

- Gortuithe cinn: Caitear le gach cnap cinn mar ghortú a d'fhéadfadh a bheith tromchúiseach. Cuirtear tuismitheoirí ar an eolas i gcónaí ar an bhfón. Coinnítear súil ar dhaltaí le haghaidh comharthaí creathanna inchinn.
- Gortuithe súl: Caitear leo le ceirtlíní súl steirile nó le huisce steirile. Déantar teagmháil láithreach le tuismitheoirí.
- Urlacan/Buinneach: Ní mór an dalta a bhailiú agus fanacht sa bhaile go dtí go mbeidh siad saor ó chomharthaí ar feadh 24 uair an chloig.
- Riocht tógálach: Cuirfear tuismitheoirí agus foireann ar an eolas i gcomhréir le treoir FSS.
- Riocht leighis: Tá nósanna imeachta maidir le cógais éigeandála a riaradh leagtha amach i bPolasaí Riartha Cógas na scoile.

6. Trealamh Garchabhrach

- Tá bosca/boscaí Garchabhrach suite in oifig na rúnaí agus an halla. Tá soláthairtí sa seomra foirne.
- Iompraíonn foireann dualgas clóis pacáistí Garchabhrach ina bhfuil lámhainní, glaineáin, plástair, agus mála oighir.
- Tá AED/Dífibrilléir suite sa limistéar iontrála (in aice leis an halla mór) agus seiceáiltear é go rialta.
- Tá pacáí oighir in-atháirimh stóráilte in reoiteoir an tseomra foirne.
- Tá an Comhordaitheoir Garchabhrach ainmnithe freagrach as a chinntiú go bhfuil na citseanna stocáilte i gcomhréir le moltaí na HSA.

7. Taifeadadh agus Tuairisciú

- Taifeadtar gach gortú i Leabhar an Chlóis/Chlár Garchabhrach.
- Déantar doiciméadú ar eachtraí tromchúiseacha ar Fhoirm Tuarascála Timpiste agus tugtar chuig an bPríomhoide iad.
- Cuirtear Tuismitheoirí/Caomhnóirí ar an eolas faoi gach gortú suntasach, trí nóta, glaoch fóin, nó an dá cheann.
- Tuairiscítear gortuithe foirne i gcomhréir le riachtanais na HSA.

8. Oiliúint Foirne

- Cuirtear oiliúint dheimhnithe Freagartha Garchabhrach (FAR) ar fáil don fhoireann, i gcomhréir le caighdeáin PHECC/HSA.
- Athnuaitear oiliúint gach dhá bhliain nó de réir mar is gá.
- Tá roinnt ball foirne oile in úsáid AED agus CPR.

9. Síniú agus Ceadú

Ról	Ainm	Síniú	Dáta
Príomhoide	Áine Ní Thuathail		28/05/2026
Cathaoirleach, Bord Bainistíochta	Murt Ó Cualáin		28/05/2026

S N na bhForbacha

First Aid Policy

Rationale

This policy sets out how S N na bhForbacha delivers First Aid and the roles and responsibilities of staff in administering First Aid. The purpose of First Aid is to alleviate immediate danger and discomfort. Any First Aid given by school staff is temporary care only and does not replace professional medical treatment. Parents/Guardians are expected to examine injuries fully once the child returns home.

Aims

- Provide for the immediate needs of pupils and staff who sustain injury or sudden illness.
- Ensure adequate resources, procedures, and trained staff are in place.
- Promote a safe and consistent approach to the administration of First Aid.
- Maintain clear communication with parents/guardians when necessary.
- Comply with Health & Safety Authority (HSA) guidelines and relevant legislation.

Medical Information

- Parents/Guardians must provide details of any medical conditions or allergies on enrolment and update the school of changes during the year.
- Medical alerts will be flagged on the school management system and shared with relevant staff.
- Emergency contact details (minimum two) must be supplied and updated annually.

Procedures for Administering First Aid

- The nearest responsible adult will assess all injuries and classify them as **minor** or **serious**.
- *Minor injuries*: cuts, grazes, small bumps or bruises – cleaned with sterile wipes, treated with plaster/ice pack as required.
- *Serious injuries*: head injuries, suspected fractures, severe bleeding, or any injury requiring further care – parents/guardians contacted immediately; emergency services (999/112) called if necessary.
- All staff should wear disposable gloves when dealing with blood or bodily fluids.

- Pupils requiring hospitalisation will only be transported by ambulance or by parents/guardians – never in a staff member’s car.

Special Considerations

- **Head injuries:** All head bumps are treated as potentially serious. Parents are always informed by phone. Pupils will be monitored for signs of concussion.
- **Eye injuries:** Treated with sterile eye pads or irrigation with sterile water. Parents contacted immediately.
- **Vomiting/Diarrhoea:** Pupil to be collected and kept home until 24 hours symptom-free.
- **Infectious conditions:** Parents and staff will be notified in line with HSE guidance.
- **Medical conditions:** Procedures for the administration of emergency medicines are outlined in the school’s *Administration of Medicines Policy*.

First Aid Equipment

- First Aid boxes are located in: *[secretary’s office and hall]*. Supplies are located in staff room.
- Yard duty staff carry First Aid packs containing gloves, wipes, plasters, and ice packs.
- AED/Defibrillator is located in entrance area (*beside the main hall*) and is checked regularly.
- Reusable ice packs are stored in the staffroom freezer.
- The appointed First Aid Coordinator is responsible for ensuring kits are stocked in line with HSA recommendations.

Recording and Reporting

- All injuries are recorded in the Yard Book/First Aid Log.
- Serious incidents are documented on an Accident Report Form and brought to the Principal’s attention.
- Parents/Guardians are informed of all significant injuries, either by note, phone call, or both.
- Staff injuries are reported in accordance with HSA requirements.

Staff Training

- Staff are offered certified First Aid Response (FAR) training, in line with PHECC/HSA standards.
- Training is renewed every two years or as required.
- Some staff are trained in AED use and CPR.