(9) FIRST AID STAFF TRAINING POLICY

As part of the Beehive Montessori School’s ongoing commitment to safety, we require all classroom teachers to undertake First Aid training.

Rationale

- Teachers who hold Senior First Aid certificates need to re-qualify every 3 years.
- Teachers must participate in the resuscitation refresher every year.
- All teaching staff must re-qualify every year for training on Anaphylaxis and the use of Epi-Pen.

Objective

To ensure that all teachers are qualified to provide First Aid when required.

Levels of Responsibility

Every three years, teachers have to re-qualify for their First Aid training through a registered provider. In the event a teacher is unable to attend, they must schedule their own training with an outside provider and the School will reimburse the cost.

Upon completion and obtaining their First Aid qualification, a record must be provided for the School.

The School schedules in-house training on anaphylaxis and use of the Epi-Pen for all teaching staff at the beginning of every School year. Teaching staff unable to attend must undertake the training independently and provide the School with their certificate.

Documentation

- The School must keep an up to date record of all teachers who have obtained their First-Aid qualification.
- Renewal dates should also be recorded on the documentation.