

## Holy Trinity Church of England Junior School

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Headteacher: Mrs S Gruffydd



**Exemplary education for all, through God's amazing grace**

**Learning, Integrity, Dignity, Love, Confidence.**

**Learning** together, as we journey with God in **Love**, we act with **Integrity**, treat others with **Dignity** and grow in **Confidence**.

25<sup>th</sup> March 2022

Dear Parents/Carers

We have been reviewing our first aid policy for bumped heads in school.

Currently, if your child bumps their head in school, they will be given the appropriate first aid. They will also be issued with a pink form to take home to parents and given a bumped head sticker to wear so that all staff are aware that they have bumped their head.

We have now decided to add a new element in order to make sure that parents are always aware if their child has bumped their head in school, in case the sticker or letter gets lost; so that parents can continue to monitor at home.

We are now also going to follow up with a text message informing parents that their child has bumped their head, even if it appears to be a minor bump. ***If your child has a severe bumped head we will always call parents immediately to inform them.***

Therefore the first aid procedure for bumped heads will be:-

- Attend to the child and provide the relevant first aid
- Give the child a bumped head sticker, so that staff are aware and a pink form to take home
- *Text both parents to let them know their child has bumped their head*
- School will call the parents if there is: – a raised bump, graze, bruise, or the child is feeling unwell
- Lunch time: Midday supervisors to inform the office of bumped heads from lunch time when first aid log is signed. Office staff to then follow the protocol accordingly.

If you have any queries about this, please let us know, so that we can ensure that the procedure is clear for all.

I hope that you will welcome this addition to our treatment of bumped heads.

Yours sincerely

Mrs S Gruffydd  
Headteacher



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