

POLICY TITLE: FIRST AID POLICY

DEVELOPED / REVIEWED BY

Deputy Principal Wellbeing and Strategy
Risk and Compliance Manager
Human Resources Manager
Sienna College Policy Committee

REVIEW SUMMARY

Policy reviewed and approved by the Policy Committee in February 2023. The policy was updated to reflect the revised Child Safe Standards which came into effect from July 2022.

DOCUMENT DEVELOPMENT PROCESS

This Policy was first developed by Deputy Principal, Antonella Rosati, Risk and Compliance Manager, Larissa Banks and Human Resources Manager, Sarah Egan, in February 2023, based on the revised Child Safe Standards which came into effect from July 2022.

Controlled Document:	Date: 15/02/2023	Page 1 of 4
Name of Document:	Revision No.: 1	Authorised by:



Fã•cæñî ãñîãñî ð { ^c@ } ^ã• [~•œ, •c'ã^ } • æã [@!• { ~•cà^ ð] |æ^ ð @ C[||^*^ æã ð! C[||^*^ æã] | [çã ãñîãñî, ð & ãñîãñî * [~•œ ãñîãñî • ~&@æ &æ] • æã à ^c'ã^! ð •, æã [~c [~@~! • ^ç^] •.

S~ ãñîãñî } c•œ- { ~•cà^ dæ ãñîãñî } ãñîãñî @] | [çã ð] • [~c@ O&&] æã } æã H^æc@æã à Sæ^c A&c2004 ð ^)•~!^ æã^~ æã | [çã ð] [~ã•cæñî àæ^ã [] @ } ~ { à^ [~•c'ã^ } •, @ æñîãñî • à^ð * ~ } ãñîãñî } æã @ ^) çã [] { ^ } c

Icã @ !^• [] • ãñîãñî [~c@ P! ð & ð æã] | @ ð ãñîãñî * æã ð ^)•~!^ @æã•ã } æã ãñîãñî [~œ! • @ç^ & [] | ^c'ã^ @ !^ & * } ãñîãñî ð *.

A ãñîãñî [~œ! , ã@& !!^) cãñîãñî ~ ð ãñîãñî • { ~•cæ, æ• à^ æãñîãñî ð !^• [] } ãñîãñî æã ð ãñîãñî ð [] ð ð !^ã] !^• [] .

Aããñî } æãœ, ã@^!^çæ çdæ ð * { ~•cà^ æãñîãñî ð !^• [] } ð ð [] @ •c'ã^ } c [] | ~æã } , | | ðæ æ ð { ^ãñîãñî ãñîãñî, æã @ } æã!^ [~œñîãñî • à^ð * ~ } ãñîãñî } .

Aããñî } æã dæ ð * ð! ð ð @ | æã { æã ãñîãñî } c, ð ð ãñîãñî } ãñîãñî } à^ æãœ.

Fã•cæñî ð! ð ð @ | æã æã à æc@ æã] | [çã ãñîãñî ð! ð @ C[||^*^ :

- A) æã @ | æã P [| æ^
- M^ãñîãñî Mæ ãñîãñî { ^ } cP [| æ^

RELATED SIENA COLLEGE POLICIES

- Anaphylaxis Policy 2022
- Medical Management Policy 2022

RELATED DOCUMENTS

Department of Education and Training Victoria First Aid Content Checklist

<https://www2.education.vic.gov.au/pal/first-aid-students-and-staff/resources>

Worksafe . First Aid in the Workplace

<https://www.worksafe.vic.gov.au/resources/compliance-code-first-aid-workplace>

M' lã[&@C@ã|^\} q R^•^æ&@|} • cã ç H^æã C@& C[] & ••ã } R^& * nition Support Tool

https://www.mcri.edu.au/images/documents/migrate/headcheck_0.pdf

The Royal Children's Hospital Melbourne Head Injury - return to school and sport

https://www.rch.org.au/kidsinfo/fact_sheets/Head_injury_return_to_school_and_sport/

CECV Sc ã^} cA&ãã L[&æ |

l} @ C[{ { ã^•ã ã^ã|ã^ãã } • ãã ã } [|ã cã & } •ã^ã | @ C[|ã^ãã { ãã •ãæ^ã ã } ; [&^••^s and the identification of associated risks. Some sample questions are included for referral.

Answers are to be documented as part of the policy.

1. **Faith and Catholic Identity.** Identify any risks to Catholic Identity or Dominican charism of the school. How will this policy harm or enhance either?
2. **Reputation.** Identify if there are any reputational risks to the College. How will this policy impact Siena and wider communities?
3. **Financial.** Identify any financial risks to the College. How will this policy impact the financial stability of the College?
4. **Contemporary Learning and Teaching.** Identify any risks to learning and teaching. How will this policy impact the academic performance of the College?
5. **Wellbeing.** Identify any risks to safety and wellbeing. How will this policy impact the mental and physical wellbeing of the College community?
6. **Community Engagement.** Identify any risks to building community engagement. How will this policy impact community relationships?
7. **Governance and Leadership.** Identify any risks to governance and leadership in the College. How will this policy affect the strategic direction of the College?

Do any risks identified above warrant changes to the proposed policy? If so, the policy should be referred back to the developer/s.

NEXT REVIEW

March 2024

POLICY LOCATION

[https://www.sienacollege.vic.edu.au/policies-and-procedures/policies-and-procedures](#)

Controlled Document:	Date: 15/02/2023	Page 4 of 4
Name of Document:	Revision No.: 1	Authorised by:

SIENA COLLEGE
CAMBERWELL
FIRST AID POLICY



Controlled Document:	Date: 15/02/2023	Page 5 of 4
Name of Document:	Revision No.: 1	Authorised by: