

05 December 2023

Dear Parent/Carer

RE: FIRST AID PROCEDURES

I trust this letter finds you well and that your child is looking forward to the holiday festivities at Fairfax Academy. As we navigate the academic landscape, we would like to take a moment to reiterate our expectations regarding First Aid within the academy and outline the necessary procedures for student access to First Aid facilities.

At Fairfax, the health and well-being of our students is of paramount importance. To ensure that our First Aid facilities are well-maintained and that our dedicated staff can conduct vital checks on medical plans, equipment and medications, the First Aid room will be closed during periods 1 and 5. During these times, our First Aid team will focus on crucial administrative tasks that contribute to the overall safety of our students.

It is essential to note that during these closed periods, the First Aid room is to be accessed only for emergencies. We kindly request our staff body that routine matters or non-urgent queries not be brought to our First Aid lead during these designated times.

To streamline communication and address medical queries efficiently, we ask parents to direct all enquiries through the Heads of Year and Assistant Heads of Year. This ensures a coordinated approach to managing student health concerns while allowing our First Aid team to focus on providing immediate assistance when required.

It is important to understand that the First Aid team will triage all medical needs and attend classrooms as teachers request based on urgency, much like any medical facility. We appreciate your understanding and cooperation as we prioritise the well-being of all students. This means that if your child has reported that they are feeling unwell to their teacher and the first aider does not attend, they must ask their next teacher to email first aid. Please consider the challenges faced by our staff in making these decisions and understand that, at times, your child may not be seen immediately if other medical situations are more severe. We are committed to providing the best possible care to all students, and your empathy in these situations is greatly appreciated.

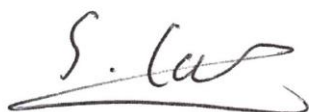
Please be aware that if the First Aid team is attending to an incident where an ambulance has been called, the First Aid room may be temporarily closed. Your understanding and patience during these circumstances are crucial.

Finally, I would like to emphasise that abuse and disrespect towards our staff will not be tolerated under any circumstances. We are dedicated to working collaboratively with parents to ensure the well-being of our students. While we understand that not every decision may be met with unanimous approval, there will be zero tolerance for any form of abuse towards staff. I also expect a level of professionalism from staff and if you ever feel that this is not the case, please contact me to discuss this.

Thank you for your cooperation and understanding in these matters. We look forward to your continued support as we work together to create a safe and nurturing environment for all students at Fairfax Academy.

If you have any concerns or questions, please do not hesitate to contact the school on 0121 378 1288.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'S. Castle', with a long horizontal flourish underneath.

SEAN CASTLE
Principal