



*Be watchful. Stand firm in your faith. Be strong. Be courageous. And let everything you do be done in love. 1 Corinthians 16: 1*

## Head Injury Procedure

Procedure for dealing with bumps to the head take the child to a first aider whilst reassuring them. If the child has fallen from a height, treat at the accident location (ask for first aider to attend) ensure someone stays with the child at all times.

If there are any concerns, call the parents to inform them of what's happened. If the child has a large bump or is dizzy or nauseous, advise the parents to take the child to A&E/GP. Complete a letter informing the parents of the incident, to send home with the child.

Ensure you complete the Record sheet at either of the first aid stations (KS1 or KS2)

Put a sticker on the child's clothing so that staff are aware that the child has bumped their head.

Take the child back to class and let the staff know that s/he needs to be observed for the rest of the day. Ensure staff are aware they need to inform parents at home time.

### Signs & Symptoms of Concussion (brain shaken)

- Briefly unconscious
- Dizzy or confused
- Feeling or being sick
- Mild 'all over' headache
- Paler than usual
- Clammy skin
- Loss of memory

Sit child quietly and stay with them to monitor them. Request a first aider. They should start to improve but, if their condition worsens, call an ambulance. Treat any wounds (includes ice pack for bump). Monitor for signs of compression.

### Signs & Symptoms of Compression (pressure on the brain)

- Declining levels of consciousness/Drowsiness
- Flushed skin and high temperature
- Unequal pupils
- Fitting
- Slow, noisy breathing

If conscious, lay the casualty with head and shoulders elevated. Call an ambulance and request first aider. Nothing to eat or drink. Monitor Response, Airway and Breathing.

***Pattishall CE Primary is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.***



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### HEAD INJURY: IMPORTANT INFORMATION

Unfortunately, your child had a bump on the head today. They were treated by a trained first aider and have been monitored throughout the rest of the day.

This evening, please continue to monitor your child and, if you see any of the following symptoms, take your child to A&E.

- unconscious or sleepier than normal and hard to awaken
- Vomiting more than three times
- having trouble walking normally
- does not recognise you, or seems to be getting confused
- has blood or clear fluid coming out of the nose or ears
- has a severe headache (not improved by Calpol etc)
- has pupils of different sizes

Name of child: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Detailed description of what happened (include details of any height involved):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Was the child unconscious? Y/N If so, for how long? \_\_\_\_\_

Did the child vomit? Y/N No. of separate incidents \_\_\_\_\_

Is there any swelling on the head? Y/N Location: \_\_\_\_\_

Treatment Given:

\_\_\_\_\_

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