

CONFIDENTIAL FIRST AID REGISTER

- 1. To be completed each time a student is administered first aid or each time they present to the sick bay.
- 2. Parents must be informed each time first aid is administered by completion of a 'First Aid Communication' form.
- 3. Any injury to the head, neck, face, teeth or back, or any injury which requires parents to be contacted or may require medical treatment must also be recorded on a Department of Education injury form.
- 4. Medications only to be administered by designated staff in compliance with school 'Medication' policy.

DATE	TIME	STUDENT	INJURY / ILLNESS	FIRST AID	DESIGNATED STAFF SIGNATURE 1	DESIGNATED STAFF SIGNATURE 2