



1. If a student is injured during a school lesson or school fixture and is unable to continue, the following procedure should be followed: the student should be assessed by a member of RGS staff or contracted physio, even if there are medically qualified parents spectating.

Note: off-duty doctors are not covered to provide treatment and may give false reassurance. RGS staff should use their own experience to make an assessment and judgement of treatment required. In case of serious or life threatening injury, obviously all help will be useful!

2. Head injuries should be assessed using the guidelines provided by Dr Graeme Wilkes (RGS parent and Sports and Exercise Medicine Consultant). Students should not return to play if there is any doubt about their fitness. A guidance card should be given to them to take home. With head injuries in particular members of staff should err widely on the side of caution.
3. If the parents of an injured student are spectating, the student can be handed over to them and it should be made clear that they are then taking responsibility for this child.

Note: this ensures that the parents do not then leave or perhaps go to watch a sibling in another match, assuming the teacher is still keeping an eye on their child.

4. If a child needs hospital treatment they should be taken by ambulance, taxi or parent's car with a parent or member of staff. If a member of staff is taking them, parents should be contacted and asked to meet at A & E if practical.
5. If a student is injured and unable to play but well enough to watch, they should be made comfortable/warm and reassessed at the end of the match or session. Warm clothing or a blanket should be supplied (members of staff should not hesitate to use one of the foil blankets provided). Parents should be contacted to be advised of the injury and a decision made in conjunction with parents about whether student needs to be collected or make own way home as usual.
6. If a student is in a moderate amount of pain or has sustained a head injury, parents must be contacted and asked to collect or make arrangements for collection. Older students who have sustained a head injury must go straight home and must not be allowed to drive if they have their car at school/the fixture.

Note: this ensures that parents are aware of any injury as students are not always reliable. Some students will not be picked up after school or after away fixtures.

7. An injured student must be handed over to parents by a member of staff and must not be allowed to leave alone or with a sibling. If possible, handover to parents should be done by the member of staff present at the incident. If not, a handover form from Reception should be completed in order that the receptionist can hand over the student to parents when they arrive.

Student injured and unable to continue with lesson or match



Assessed by member of school staff, not a spectator even if medically qualified. If student's parent is watching, injured student should be handed over to them and this fact documented



To A & E via ambulance or taxi, accompanied by member of staff or parent

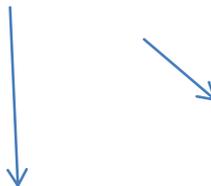
Injured but well enough to continue to watch match or lesson. Keep warm and reassess at end of session.

Contact parent to advise: student may not need collecting if recovered

Head injury needs to be assessed using school guidelines, always erring on side of caution. Reference card given to student advising when medical advice should be sought.



Head injury or in pain. Contact parent to collect from school. Document this on accident form.



Student should be handed over to the parent collecting by member of staff present at incident if possible. If not, handover to member of reception staff with a completed form. Student must be handed over to parent by a member of staff.

