

West Park Academy



Procedure for Dealing with Head Injuries

Reviewed: November 2023

The Academy takes the risk from Head Injuries to pupils very seriously. This Procedure gives details of what symptoms should be looked for in children who have hit their head whilst at school and the procedures to follow.

For First Aid purposes there are 3 main types of head injury. Concussion, Skull Fractures and Cerebral Compression.

Symptoms to look for include:

Concussion Symptoms

- Loss of consciousness after any trauma to the head
- Confusion
- Headache
- Nausea or vomiting
- Blurred vision
- Loss of short-term memory (you may not remember the actual injury and the events some time before or after the impact)
- Perseverating (repeating the same thing over and over, despite being told the answer each time, for example, "Was I in an accident?")

Skull Fracture Symptoms May Include:

- Headache
- Scalp swelling
- Scalp tenderness
 - Bone tenderness
- Scalp contusion
- Skin wound to the scalp:
 - Scalp abrasion
 - Scalp laceration
 - Scalp puncture wound
- Deformed skull:
 - A depressed area, or indentation, in the skull

Cerebral Compression Symptoms:

- Drowsiness,
- Intense headache,
- Noisy breathing becoming slow,
- Slow, yet strong pulse,
- Unequal pupil size, and
- Weakness or paralysis down one side of body.

Actions When a Child Suffers a Head Injury

Whenever a pupil suffers a blow to the head the child must be seen by a qualified First Aider as soon as possible. The First Aider will make an informed decision as to whether the pupil requires further medical treatment. If so the parent will be called.

If the First Aider believes that further medical attention is not required it is still important to inform the parents due to the risk of Cerebral Compression.

The Academy main office will ensure that the parents or carers of the injured child are notified of the head injury.

The First Aider from the main office informs the class teacher of the head injury, this is so they are aware to watch for signs of concussion.

Whenever possible the First Aider will check on the pupil's health the following day and make an assessment of the child's condition.

If the First Aider believes that further medical attention is required then normal First Aid protocols must be followed which may require calling for an ambulance.

If a pupil has received a bumped head and any of the symptoms listed earlier become manifested outside of school hours it is advised that the parents/carers seek qualified medical advice.