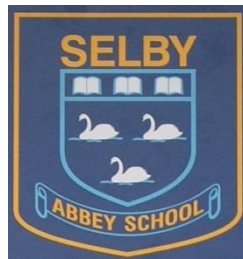


Selby Abbey CE Primary School

"I have come that they might have life, and have it to the full." John 10:10



BUMP TO HEAD/FACE AND HEAD/FACE INJURY POLICY

Approved by:

John Weetman

Date: April 2025

Last reviewed on:

December 2024

Next review due by:

December 2027

Minor Bump to Head/Face

A minor bump to the head/face is common in children, particularly those of primary school age. If a child is asymptomatic (i.e. there is no bruising, swelling, abrasion, mark of any kind, dizziness, headache, nausea or vomiting) and the child appears well, then the incident will be treated as a 'bump' rather than a 'head injury'.

Action to be taken in school for a 'Minor Bump to the Head/Face':

- Child to be assessed by a First Aider – apply cold compress
- If a child is asymptomatic, complete yellow 'Bump on the Head/Face' form and the accident form thoroughly for parents and give the child a bumped head sticker
- Report to class teacher
- Class teacher to observe - If pupil begins to display Minor Head/Face injury symptoms, follow the actions detailed below (if unsure, always consult a colleague).

Minor Head/Face Injury – no loss of consciousness

A minor head or facial injury often just causes bumps, swellings or bruises on the exterior of the head/face.

Other symptoms include:

- Nausea
- Mild headache
- Tender bruising or mild swelling of the scalp/face/nose/eyes
- Mild dizziness

Action to be taken in school for a 'Minor Head/Face Injury':

- Ice pack/cold compress to swelling
- Observation
- Give the child a bumped head sticker for children in key Stage One
- Accident form to be completed
- Report to class teacher
- Parent informed by email
- Head injury advice letter sent home (Appendix 1)

Severe Head/Face Injury– loss of consciousness

A severe head injury will usually be indicated by one or more of the following symptoms:

- Unconsciousness briefly or longer
- Difficulty in staying awake
- Seizure
- Slurred speech

- Visual problems
- Difficulty in understanding what people are saying
- Balance problems
- Loss of power in arms/legs/feet
- Pins & needles
- Amnesia
- Leakage of clear fluid from nose or ears
- Bruising around eyes/behind ears

Action to be taken by school for a 'Severe Head/Face Injury':

- Suspect there is a neck injury if unconscious and do not move the child
- CALL 999 FOR AMBULANCE
- **Notify parent by phone**
- Complete accident form
- Inform H&S team at NYCC by completing a B-Safe accident report form via B-Safe portal.

If you would like this information in another language or format such as Braille, large print or audio, please ask us

যদি আপনি এই ডকুমেন্ট অন্য ভাষায় বা ফরমেটে চান, তাহলে দয়া করে আমাদেরকে বলুন।

如欲索取以另一語文印製或另一格式製作的資料，請與我們聯絡。

اگر آپ کو معلومات کسی دیگر زبان یا دیگر شکل میں درکار ہوں تو برائے مہربانی ہم سے پوچھئے۔

Aby otrzymać te informacje w innym języku lub formacie, np. w alfabecie brajla, w wersji dużym drukiem lub audio, prosimy się z nami skontaktować



Appendix 1

ADVICE TO PARENTS AND CARERS CONCERNING CHILDREN WITH HEAD INJURIES

- Do** expect your child to feel generally miserable and 'off colour'. Do not force them to eat, but make sure they have enough to drink.

- Do** expect your child to be more tired than usual. Allow them to sleep if they want to. Just pop in top see them every couple of hours. Do not be confused between normal sleep and unconsciousness – someone who is unconscious cannot be woken up – you need to be satisfied they are reacting normally to you.

- Do** expect your child to have a slight headache.

- Do** keep your child quiet and resting as much as possible. Discourage active games, watching TV and reading, until the symptoms subside.

These symptoms should improve steadily and the child should be back to normal within a few days.

Even after a minor injury, complications may occur, but they are rare.

If the symptoms worsen, or if you notice the following signs:

- Difficulty in waking from sleep

- Appears confused or not understanding what is said to them

- Vomiting
- Complaining of severe headache, or trouble with their eyesight
- Become irritable
- Has any kind of attack which you think is a fit

Then you are advised to: CONTACT YOUR DOCTOR OR CONTACT THE ACCIDENT AND EMERGENCY DEPARTMENT WITHOUT DELAY