

Paulet High School	School Policy Document			
Document Title	Automated External Defibrillator (AED) Policy			
Document Status	Approved	Approved Date	February 2019	
Document Owner	Headteacher	Review	Annually	
Audience:	Staff <input checked="" type="checkbox"/>	Students <input checked="" type="checkbox"/>	Governors <input checked="" type="checkbox"/>	Parents <input checked="" type="checkbox"/>

POLICY FOR AUTOMATED EXTERNAL DEFIBRILLATORS (AEDs)

In developing this policy, Paulet High School and 6th Form College acknowledges the advice and guidance of the British Heart Foundation, Resuscitation Council (UK), North West Ambulance Service, Cardiac Science Corporation and the School Nurses. The School recognises its responsibility and commitment to the health and safety of its pupils, staff and visitors in dealing with them appropriately and creating a heart-safe environment.

Introduction

In the UK, approx. 30,000 people sustain cardiac arrest outside hospital and are treated by emergency medical services (EMS) each year. The scientific evidence to support early defibrillation is overwhelming; the delay from collapse to delivery of the first shock is the single most important determinant of survival. If defibrillation is delivered promptly, survival rates of 75% have been reported. The chances of successful defibrillation decline at a rate of about 10% with each minute of delay; basic life support will help to maintain a shockable rhythm but is not a definitive treatment.

The aim of an AED (Automated External Defibrillator) is to increase the rate of survival of people who have sudden cardiac arrests. AEDs make it possible for both trained and non-trained people to administer defibrillation prior to the arrival of Emergency Medical Services.

Primarily, but not exclusively, the AEDs are to be used by first aid trained members of staff who have undertaken the required 'Defibrillator Training'

Definitions

- An AED is a computerised life-saving medical machine that will analyse the heart rhythm to detect cardiac arrest and will deliver an electric shock to the heart if necessary – this is called defibrillation
- Sudden cardiac arrest is when the heart stops pumping blood around the body

Aim of the Policy

- To provide guidance on the use of the Automated External Defibrillator
- To ensure training, checking of equipment and all documentation is correct.

Employees and Manufacturers Liability

- Employee Liability Insurance will cover any member of staff, visitor or member of the public who, in the line of duty, acts reasonably to resuscitate a casualty.

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Location of AEDs at Paulet High School & 6th Form College

- Main School Office
- Sports Hall Office

Procedure

The Resuscitation Council (UK) sets the standard for resuscitation training for both the general public as well as the Health Care Professionals. Therefore the following guidelines are issued by them.

Sequence of actions

The following sequence applies to the use of automatic AEDs in a person who is found to be unconscious and not breathing normally

- Administer normal good quality CPR until the AED is brought to the scene and is available for use – do not delay CPR. It is not recommended to administer CPR for a certain length of time before using the AED.
- This early CPR is vital and must only be interrupted when it is necessary for the AED to analyse the rhythm and deliver the shock
- As soon as the AED arrives continue with CPR until it is switched on. If you are alone, stop CPR and switch on the AED
- Follow the voice prompts
- Attach the electrodes to the casualty's bare chest
- Ensure that nobody touches the casualty while the AED is analysing the heart's rhythm
- If a shock is indicated – ensure nobody touches the patient whilst the AED automatically deliver the shock
- If no shock is indicated, resume CPR immediately using a ratio of 30 compressions to 2 rescue breaths and continue as directed by the voice prompts
- Continue to follow the AED prompts until qualified help arrives and take over responsibility or the casualty starts showing signs of regaining consciousness (e.g. coughing, opening eyes, moving purposefully and start to breathe normally) or you become exhausted

Placement of AED pads

- Place one AED pad to the right of the sternum (breast bone), below the clavicle and the other pad in the left mid-axillary line. Ensure pads are clear of any breast tissue
- A picture of their correct placement is shown on the pads themselves – you must ensure though that one pad is lower than the other
- If positions are reversed it does not matter as removing them to replace correctly will waste time and may not adhere to skin when re-attached
- The casualty's chest must be sufficiently exposed to enable correct pad placement- it may be necessary to shave a person's chest if excessively hairy. This will ensure the shock delivered is effective. Razors can be found in the pack with the AED

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Defibrillation if victim is wet

- As long as there is no direct contact between the user and the casualty when the shock is delivered, there is no direct pathway that the electricity can take that would cause the user to experience a shock
- Try to dry the casualty's chest so that the adhesive AED pads will stick – towel for drying can be found in the pack with the AED
- If the casualty is in the water – lift the casualty out on to the side before attempting to use the defibrillator

Children

- Standard AED pads are suitable for use in children over the age of 8
- Special paediatric pads should be used in children between the age of 1 and 8
- The use of an AED is NOT recommended in children aged less than 1 year

Storage and use of AEDs

- AEDs should be located in areas that are immediately accessible to the 'rescuers' – sites to be noted on Induction
- They must not be stored in locked cabinets as this may delay usage
- Use of the UK standardised sign is encouraged, to highlight its location
- All staff to know where the AED is kept
- Should any member of staff have any concerns regarding the AEDs then please contact the medical centre

At Paulet High School it is the responsibility of the Assistant SENCo to maintain:

- guidelines for use
- training records – AED training for first aiders only who wish to undertake the training on a yearly basis – training is voluntary
- inspection records of AEDs
- AED incident reports – school, student file, Local Authority

And to...

- identity of the departments responsible person/s – refer to 'Qualified First Aid staff' list
- keep up to date with current practice and maintain own training records

Please ensure a member of staff has dialled 999 stating 'CARDIAC ARREST' and the on-call First Aider has been contacted

Annual maintenance and checks are the responsibility of the Assistant SENCo (under the direction of the SENCo)