



Oughton Primary & Nursery School

Mattocke Road, Hitchin, Hertfordshire, SG5 2NZ

Tel: 01462 450716 Fax: 01462 431990

Website: www.oughton.herts.sch.uk Email: admin@oughton.herts.sch.uk

Headteacher: Mrs L Clayton **Deputy Headteacher:** Mrs L Colver

24th April 2017

Dear Parents / Carers

Head Injuries

We have recently revised our first aid policy and procedures regarding head injuries following Hertfordshire County Council's First Aid at School Policy.

At present, we contact a parent/carer whenever a child has any injury on the head area. This may be a scratch on the nose, a bump to the cheek or a bump on the head. Most of the time the child is fine and forgotten about their injury by the time they get home!



If your child has a minor head bump, they will be treated and given an 'I bumped my head' yellow sticker so that you are aware that this has happened. They will still be given an accident slip so that you are aware of what happened and what treatment was administered.

We will now **only contact parents/carers** if their child has had a serious head injury. First aiders will assess your child and will contact you if your child exhibits any of the following symptoms:

- Unconsciousness, or lack of consciousness (i.e. difficulty keeping eyes open)
- Confusion
- Irritability or altered behaviour ('easily distracted', 'not themselves', 'no concentration', 'no interest in things around them')
- Any problems with memory
- Persistent headache
- Blurred or double vision
- Vomiting
- Clear fluid coming from ears or nose
- Loss of balance
- Reading or writing problems
- Loss of power or sensations in any part of body, such as weakness or loss of feeling in an arm or leg
- General weakness
- Seizure or fit

If your child has sustained a head injury, observe them closely for 24 hours to monitor whether their symptoms change or get worse.

They may cry or be distressed but this is normal – with attention and reassurance most children will settle down. However, seek medical assistance if your child continues to be distressed.

NHS Direct provide full details of symptoms and treatment for minor head injuries.
<http://www.nhs.uk/Conditions/Head-injury-minor/Pages/Introduction.aspx>

If First aiders are in any doubt, they will contact parents/carers to ask you to come and assess your child.

Please contact me if you have any concerns regarding these changes.

Yours sincerely

Mrs. L. Clayton
Headteacher