

First Aid Policy	
Localised School Based Procedures	
School Name:	Vale of York Academy
Principal:	Alexis Green-Harding
Designated Safeguarding Lead:	Grace Cook
Appointed Person:	Stacey Stump
Implementation Date: <i>Inline with policy approval</i>	September 2026

Introduction

In conjunction with the Trust wide **First Aid Policy**, localised procedures have been established to ensure that systems and procedures reflect the school/academy setting.

The localised procedures for the school/academy setting focuses on the following key areas:-

- First Aid Boxes
- Trained First Aiders

Should you have any concerns or questions relating to the localised procedures, in the first instance, please contact hello@voy.hlt.academy

Locations of First Aid Boxes	
Relates to item 3.8 within the Trust First Aid Policy	
Reception	DT Department
Science Department	PE Department
Food and Nutrition Department	

Below is a list of all staff members who have responsibility for delivering First Aid:

First Aid Trained Staff		
Relates to item 4.5 within the Trust First Aid Policy		
Name of Staff Member	Location (i.e. classroom/office)	Date First Aid Training Expires
Rory Donaldson	F43	January 2029
Jo Bogue	Office	October 2026
Susie Maddison	Dt	June 2028
Stacey Stump	G76	June 2028
Magda Steindel-Podsiadly	Office	June 2028
Susie Raimes	Library	April 2029
Alison Elsworth	G6	April 2029
Janine Hart	Office	June 2028
James Gabbatiss	Site Office	April 2029
Rob Wilson	G110	June 2028
Tina Hopkins	Office	October 2026
Ratna Patil	Science	June 2028
Sharon Rainbird	G110	April 2029
Lisa Tyssen	Office	April 2029

Please be aware that the above have been trained to administer emergency first aid, they are not medically trained and will not be expected to make any form of diagnosis.