



The Federation of Sacred Heart and St Mary's RC Primary Schools, Battersea

BUMP TO HEAD AND HEAD INJURY POLICY

MARCH 2021

Minor Bump to Head

A minor bump to the head is common in children, particularly those of younger 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 'Bump' to the Head:

- Child to be assessed by a First Aider – apply cold compress.
- If a child is asymptomatic/ presents as their usual self, complete incident form thoroughly for parents and call parents.
- Copy of the incident form given to class teacher-to be sent home same day.
- Class teacher to observe - If pupil begins to display **Minor Head injury** symptoms, follow Actions to be taken detailed below (if unsure, always consult a colleague).

Minor Head Injury – No Loss of Consciousness

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

Other symptoms include:

- Nausea
- Mild headache
- Tender bruising or mild swelling of the scalp
- Mild dizziness

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

- Ice pack/cold compress to swelling
- Observation
- Incident form to be completed
- Report to class teacher
- Parent informed by phone call
- Head injury advice letter sent home (Appendix 1) kept in office and provided by admin team

Severe Head 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:

- Suspect there is a neck injury if unconscious and do not move the child
- CALL 999 FOR AMBULANCE
- Notify parent by phone
- Complete borough's accident form

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. Monitor frequently at least 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 **or complains of sensitive to light.**
- Become irritable.
- Has any kind of attack which you think is a fit/**seizure** then you are advised to: **CONTACT YOUR DOCTOR NHS 111 for Advice OR CONTACT THE ACCIDENT AND EMERGENCY DEPARTMENT WITHOUT DELAY Contact 999 Emergency Services if child loses consciousness or becomes unresponsive at any point.**

<https://www.nhs.uk/conditions/minor-head-injury/>