

In Case of an Emergency documentation:

**Copsegrove
Farm
School**

School visits to Copsegrove Farm

This document gives the procedure to follow should an emergency in the wood arise. Please ensure that all adults accompanying children on your visit have a copy of this document on the day of the visit, and are familiar with its contents prior to your visit.

In event of wasp/bee sting:

Children will be told to tell the adult closest to them about sting. Ask the child to show you where in wood they were stung.

Please remove all children from the area immediately, take the child to circle area for first aid treatment, and inform Kate Bankes of area where sting took place.

Kate will tape off area in wood if signs of any nest present.

Medical emergency:

Casualty to be dealt with by first aiders on site. Either Kate Bankes or the designated school adult first aider. Phone for an ambulance if appropriate:

Address to send ambulance to is:

**COPSEGROVE COTTAGE, BISLEY,
STROUD, GL67AH.
Tel: 01452-770491**

If mobile reception is poor that day at site of casualty, walk to the entrance of wood, and slightly into field, where good reception will be obtained.

If casualty is mobile: and fit to move safely, they should be escorted by Kate Bankes and one other adult to entrance of wood, where there will be a vehicle present. Kate will drive adult and casualty to Copsegrove Cottage to await arrival of ambulance. Kate will return to wood immediately after dropping casualty and adult off at house (approx 10 min at most).

Children in wood meanwhile need to be fully supervised by teaching staff and other adult helpers present until Kate's return.

If casualty is immobile: first aider to remain with casualty whilst another adult phones for ambulance, and walks to Copsegrove Cottage to await arrival of ambulance and direct them across field to wood.