



केन्द्रीय माध्यमिक शिक्षा बोर्ड

मानव संसाधन विकास मंत्रालय, भारत सरकार, के अधीन एक स्वायत्त संगठन
शिक्षा सदन, 17, इन्सटिट्यूशनल क्षेत्र, राउज एवेन्यु, दिल्ली-110002.

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organization under the Union Ministry of Human Resource Development, Govt. of India)
"Shiksha Sadan", 17, Institutional Area, Rouse Avenue, New Delhi-110002.

CBSE/JD(AHA)/cir/2015

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To

All Heads of Schools affiliated to CBSE

Sub: First Aid Training in the schools affiliated to CBSE

Dear Principal,

Central Board of Secondary Education has been continuously sensitizing schools affiliated to it about the need of imparting First Aid Training to their Staff and Students. The efforts by CBSE particularly include the comprehensive coverage of the topics '**First Aid**' and '**Basic Emergency Care**' in the **Health and Wellness Manuals** brought out by CBSE, incorporation of the topic of First Aid in the subject of **Disaster Management** and inclusion of **First Aid** as one of the eight co-curricular activities in the scheme of examination. As per the Affiliation Bye-laws of the Board, schools are also required to appoint **Health and Physical Education Teacher** who, inter alia, can look after arrangements for delivering First Aid in school.

Furthering efforts in this direction and in view of the fact that the delivery of First Aid can preclude minor injuries from developing in major ones and save precious lives, all the schools are again advised to:

- do everything possible to provide, in so far as reasonably feasible, a safe and healthy environment to students. They should feel secure physically as well as emotionally.
- ensure that the knowledge about First Aid given in the Health and Wellness Manuals is duly covered under the prescribed compulsory Co-Curricular activities and Disaster Management activities. Gradual practical training may also be delivered to students in classes VI-X.
- endeavor to assess the risk involved in various activities and to preclude situations where First Aid is required.
- make certain that there are adequate and appropriate equipment and facilities for providing first aid in school premises and also off the premises whilst on visits.
- encourage the staff members to undergo First Aid training and be ready to help injured and sick when necessary within the limits of their skill, expertise and training.
- review annually school's first-aid needs to ensure that the provisions available are adequate. At least one fully stocked first-aid box for each possible site in the school may be made available. Additional first-aid boxes may be kept for distant sports' fields and any off-school activities.

- make special provision(s) for lunchtimes and breaks and if Health and Physical Education teacher is on leave, a suitable link teacher may be identified to take charge in absence of her/him.
- depute a teacher for examining the contents of first-aid boxes. These should be checked frequently and stock must be replenished as soon as possible after use. There should be extra stock in the school. Items should be discarded safely after the expiry date.
- keep a proper record of pupils with special health needs or disabilities in the school. As pediatric first aid needs special training, first aid training agencies may be approached for detailed advice in this regard.
- ensure that only a limited quantity of corrosive chemicals sufficient for meeting one time requirement should be provided to students in Chemistry/Biology/Physics laboratories. The purveyor of chemicals must ensure that the previously issued quantities of the chemicals have been completely consumed in various processes by students before issuing any fresh supply.

It is hoped that schools affiliated to CBSE would take notice of above directions and make necessary arrangements, if not in place earlier, to sensitize and orient students about the First Aid activities.

Yours sincerely,

(D T Sudharsan Rao)

Joint Secretary and IC (Academics and Trainings)

Copy with a request to respective Heads of Directorates/KVS/NVS/CTSA as indicated below to also disseminate the information to all concerned schools under their jurisdiction:

1. *The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110016*
2. *The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida-201309*
3. *The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110 054*
4. *The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160 017*
5. *The Director of Education, Govt. of Sikkim, Gangtok, Sikkim – 737101*
6. *The Director of School Education, Govt. of Arunachal Pradesh, Itanagar – 791 111*
7. *The Director of Education, Govt. of A&N Islands, Port Blair - 744101*
8. *The Director of Education, S.I.E., CBSE Cell, VIP Road, Jungle Ghat, P.O. 744103, A&N Islands*
9. *The Secretary, Central Tibetan School Administration, ESS Plaza, Community Centre, Sector 3 Rohini, Delhi-110085*
10. *The Additional Director General of Army Education, A –Wing, Sena Bhawan, DHQ, PO, New Delhi-110001*
11. *The Secretary AWES, Integrated Headquarters of MoD (Army), FDRC Building No. 202, Shankar Vihar, Delhi Cantt-10*
12. *The Under Secretary,(EE-I), Ministry of Human Resource Development, Shastri Bhawan, N. Delhi*
13. *All Regional Directors/ Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions*
14. *All Associate Professors & Additional Directors/ Advisors/ Consultants/Education Officers. ?*
15. *All Additional Directors/ Joint Directors/ Deputy Directors/ Assistant Directors, Vocational Cell*
16. *The Officer in charge of I.T. with the request to put this circular on the CBSE websites*
17. *All Assistant Professors & Joint Directors, CBSE*
18. *All Assistant Professors & Deputy Directors, CBSE*
19. *The Deputy Director (Examination & Reforms), CBSE*
20. *The Assistant Librarian, CBSE*
21. *The Public Relations Officer, CBSE*
22. *The Hindi Officer, CBSE*
23. *PS to Chairman, CBSE*
24. *PS to Secretary, CBSE*
25. *PS to Controller of Examinations, CBSE*
26. *PS to Director (Special Exams and CTET), CBSE*
27. *PA to JS & I/C (Academics & Training), CBSE*
28. *PA to Director (Information Technology)*