

## **Section 1: Transport of oxygen to and from school and on educational visits**

### **Objective**

- To transport oxygen safely to and from school and on educational visits

### **Rationale**

- Oxygen supports combustion; it increases the speed at which things burn once a fire starts
- Oxygen is supplied in pressurised containers

### **Success criteria**

- Smoking is prohibited in any vehicle carrying oxygen
- Parent / carers / school staff are responsible for checking the cylinders for leaks before they are put into a vehicle. There should be no signs of hissing from the cylinder
- No more than 2 cylinders are transported in the same vehicle
- Cylinders are placed out of sunlight in the vehicle
- Cylinders are secured within the vehicle using a device available from the suppliers. This is essential to avoid damage to the cylinder and injury to passengers
- Vehicle windows are kept partially open when transporting cylinders
- A TREM card (Transport Emergency card) is displayed on the dashboard in vehicles carrying oxygen and stored in the glove compartment when no oxygen on board
- The car insurance company is informed of the need to carry oxygen
- When arranging educational visits, checks are made with public transport companies before travelling with oxygen.
- A person with adequate knowledge about the hazards and how to control risks from oxygen, travels with the cylinder at all times.

## **Section 2: Use of oxygen therapy in school**

### **Objective**

- To ensure that children who are prescribed oxygen therapy receive it safely in school
- To ensure that fire and explosion risks are adequately controlled when oxygen is in use in school.

### **Rationale**

- That children requiring oxygen therapy are able to attend school

### **Success criteria**

- Letter of confirmation of prescription for oxygen in school is received from the Paediatrician
- There is a School Health Care Plan in place, detailing the specific medical guidelines on administering oxygen
- Training is provided for staff who are identified through the Care Plan to administer oxygen therapy
- The child is escorted to school by an appropriately trained person instructed in administering oxygen therapy
- The Fire Service is alerted when oxygen is stored in a school
- Schools follow guidelines from oxygen suppliers over the storage of cylinders
- Schools notify their building insurance company that oxygen is stored on the premises
- Schools review their Fire Risk Assessment to take into account the presence and use of oxygen around the school
- Risk control measures are taken in the vicinity of the oxygen cylinder at all times – wherever this is within the school
- Activities where fire risks would be generally increased by the presence of excess oxygen are highly controlled or not undertaken when oxygen is being supplied from a cylinder.