



Polasaí maidir le Cathaoir Rothaí agus Maide Croise

If a student needs to use crutches or a wheelchair while in the Coláiste, even if only for a short period of time, procedures must first be put in place. This is to ensure the safety and wellbeing of the student.

The following outlines the usual procedures.

1. A student has been prescribed / recommended crutches or wheelchair following an injury and / or operation.
2. Parents / Guardians **must** speak with the Coláiste prior to the student's arrival, so that adjustments and provisions are put in place.
3. The student will have been seen by a GP, Hospital Doctor or other relevant Health Professional who has given assurance that the student is fit enough to attend the Coláiste and they are competent in the use of the crutches or wheelchair they have been prescribed. The student will have been trained how to use crutches or a wheelchair safely, in particular negotiating walking up and down steps.
4. The crutches or wheelchair will have been issued to a particular student by a recognised Health professional.
5. Parents / Guardians will accept the risks of attendance.
6. The means by which that pupil can move around the Coláiste and evacuate the premises safely in an emergency will be assessed.
7. A rotating buddy system will be allocated by the Cinnire in charge so the student can have their belongings carried, doors opened etc...
8. Staff or students may be allocated to that student to provide, for example, a steady hand if necessary, but no untrained person should be allowed to lift or carry the student. If lifting or carrying is necessary, a full assessment of the pupils needs must be carried out with the parents / guardians before the student attends the Coláiste.
9. A risk assessment must be completed on a case-by-case basis.
10. Permanent or long-term immobility: Students with long-term or permanent impairment will require their needs to be identified, assessed and controlled to ensure their long-term well-being and that of any staff supporting them.



Risk Assessment

This is the crutches and wheelchair risk assessment for:	
The responsible person is:	
Day-to-day responsibility for ensuring this policy is put into practice is delegated to:	Bainisteoirí Feidhme / Altra(i)
Reason for being on crutches and/or using a wheelchair:	
Estimated length of time on crutches or using wheelchair:	
Any other mobility limitations e.g full cast/weight bearing:	
Are the responsible person(s) fully aware of their responsibilities and duties?:	
Overall risk rating of the Colaiste:	
Síniú:	Dáta:
Subject to review, monitoring and revision by:	Bainisteoir Feidhme / Altra(i) every 4 weeks .

Findings – Action Points

Immediate – these actions should be completed immediately where possible.

Short Term – these actions should be completed within the next month where possible.

Medium Term – these actions should be completed in the next 3 months.

Long Term – these items should be completed in the next 6 months.



Problem	Who might be harmed?	Actions to be completed	Priority	Action by whom?	Action by when?	Completed date and sign.
It may be difficult to mobilise up and down stairs	student	Identify which stairs can be accessed. Identify which stairs have a handrail – this should be used at all times. Identify whether an adult needs to accompany the student. Ensure stairs are only accessed when other students are not using the stairs, therefore students should be let out of classes/activities earlier or later than others.	High	Riarthóir na gCinnirí	Immediate	
Difficulty in opening doors whilst holding crutches or using a wheelchair	Student	To ensure a cinnire / other student is accompanying them at all times to open doors.	High	Riarthóir na gCinnirí	Immediate	
The student may be in pain due to their injury	Student	Allow students to access Coláiste nurse(s) for pain relief.	Medium	Altra(i)	As required	
The student may need support for their leg while attending activities.	Student	Student may need to elevate leg on a chair. Cinnire may have to help with this.	Medium	Cinnire	As required	
The student is at risk from falling.	Student	Ensure lighting in hallways and stairways is adequate.	High	Riarthóir Cothabhála	Immediate and on going	



		Wear flat supportive shoes. Avoid wet floors. Beware of outdoor hazards including uneven surfaces, wet leaves and ice. The Coláiste nurse should discuss uneven surfaces with the student.		Student. Parents/Guardians Nurse.		
Not all staff may be aware of the students mobility issues.	Student and Staff	Nurse must communicate all findings and recommendations with staff, Health and Safety Officer and Management.	High			
Further issues identified: • Toilet • Dining Room • Yard time • Bed • Dressing		This assessment should be carried out in conjunction with the orthopedic consultant. Discuss with the student where to position themselves so that their leg doesn't get knocked or they become off balance.	Medium	Parents/Guardians to let Coláiste know about any special request / recommendations from the consultant.		

Sínte: *[Signature]*
(Cathaoirleach)

Sínte: *[Signature]*
(Stiúrthóir)

Dáta: 27/05/23

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