

School Defibrillator Information

- Edinburgh school defibrillators are currently the HeartSine SAM 500P/350P.
- When the unit arrives, please familiarise yourself with the user manual and access the quick set up guides to set up the defibrillator for use. Both manual and set-up guides are available on the HeartSine Website under the 'resources' tab: <https://uk.heartsine.com>
- A Pad-Pak is a single-use removable cartridge that includes the battery and electrode pads in a single unit. There should be two versions within your defibrillator case - grey colour for adult (over 8 years old) and pink colour for child (under 8 years old). Spare Pad-Paks should be kept in the zipped compartment of the defibrillator case. If the defibrillator needs to be used on a child under the age of 8, the child Pad-Pak need to be inserted.
- The school defibrillator should be kept in a central designated area and all staff should be aware of this location. This is:



- As standard, the grey Pad-Pak should remain in the defibrillator when not in use UNLESS a pupil aged 8 or younger is identified as high risk.
- The school defibrillators should be checked **once monthly** – this includes a functional (flashing green light) check, a check that the Pad-Pak's are in date and that the correct Pad-Pak is inserted. The defibrillator does not need to be switched on/off at these checks to preserve battery. A member of staff should document that they have checked each month.
- An annual check will be made by facilities management.
- **If a fault is found with a school defibrillator, staff should follow the HeartSine troubleshooting information within this document. If not resolved, contact HeartSine immediately on: 028 909 39400 for repair/replacement and ensure all staff are aware of the faulty defibrillator.**
- Once the defibrillators have been in school for 6 months, spare Pad-Pak's should be ordered for each defibrillator.
- Replacement Pad-Pak's should be purchased at least 6 weeks (1 school term) prior to their expiration date to allow time for delivery.
- Training on school defibrillators is not mandatory and these defibrillators can be used by any adult in case of emergency. There are training videos available on the HeartSine Website under the 'resources' tab, then under 'learn and train': <https://uk.heartsine.com>
- The following items should be provided along with the defibrillator, otherwise will need to be sourced separately. These should be kept within zipped compartment of defibrillator case:
 - Alternative Pad-Pak (e.g. pink child Pad-Pak if grey adult Pad-Pak is currently inserted)
 - 2x spare Pad-Pak's with extended expiry date (one adult, one child)
 - Clothing scissors
 - Disposable razor
 - Foil blanket

When a pupil attends who is at increased risk of respiratory or cardiac arrest:

- If the child is aged 8 or younger, the **pink, child Pad-Pak** should remain in the defibrillator when it is not in use. If the defibrillator was to be used on an adult, the pack would need to be switched to the adult pack before use. This is kept in the zipped compartment of the defib case.
- Parents should be informed if any of the school defibrillators are not in use and a risk assessment should be completed to determine interim procedures (i.e. ensuring any working defibrillator is within the same building as the child, or establishing where the nearest community defibrillator is in proximity to the school).
- In case of school evacuation for any reason (i.e. fire alarm) a designated member of staff should be allocated to bring the school defibrillator to the evacuation point that pupils will be taken to. If it is not possible to access the school defibrillator for safety reasons, then parents should be contacted by phone as soon as possible to make them aware.
- It is recommended that staff attend Basic Life Support training and a defibrillator familiarisation session and renew this training annually. A minimum number of 3 staff should have completed this training at any one time to cover absence. This is covered in first aid training but should be refreshed every 12 months. To organise a training session, please contact the Specialist Nurse for Children with Complex Health Needs at: ASLS.Healthcare@ea.edin.sch.uk

Defibrillator - HeartSine 500 Troubleshooting

Defib Flashing Red:

- Check expiry date on pads – if passed immediately replace
- Press on off button if not expired & listen for voice prompts
- Press on off button again to turn off

If not resolved, call HeartSine on: **028 90939400**

Voice prompt 'Warning low battery'

- Replacement battery/pad pack needs to be sought ASAP
- There are still 10 shocks available so defib will still work

Red light and beeping while device is turned on

- Battery capacity to deliver a shock is not available. Replace with spare battery immediately

3 rapid beeps when device is off

- Temperature out of range
- Defib should be kept within 0-50 degrees
- If on excursion with high risk pupil - staff member to put the defib under their jacket to transfer body heat for 5 minutes. If warning does not stop within 5 minutes, an adult should return to school with the high-risk pupil.

If defib taken on excursions in cold weather, use a foil blanket to wrap around the defib case, then carry inside a backpack. Ensure that a waterproof backpack cover is used for all excursions.

When defib in use - Voice prompt 'check pads'

- check the pads have fully adhered to the skin (no hair or debris)

Note: Pad-Pak's have a 4-year expiry date but if used once, they need to be replaced immediately. Batteries should be disposed of in appropriate waste.