Artish Huddersfield CIC

FIRST AID

Policy Created: 20th March 2023

Review Date: March 2027

Policy aims:

First aid Policy statement
Procedures
The first aid kit
Our first aid kit is accessible at all times and contains the following items:

- Triangular bandages (ideally, at least one should be sterile) x 4.
- Sterile dressings: - Small x 3. - Medium x 3. - Large x 3.
- Composite pack containing 20 assorted (individually wrapped) plasters x 1.
- Sterile eye pads (with bandage or attachment), e.g., No. 16 dressing x 2.
- Container of 6 safety pins x 1.

In addition, the following equipment is kept near the first aid box:

- 2 pairs of disposable plastic (PVC or vinyl) gloves.

The location of the first aid box is provided to all our volunteers and present adults.
The first aid box is easily accessible to adults and is kept out of the reach of young people.
The first aid box is kept fully replenished.
Karen Marsden is our named person and is responsible for checking and replenishing the contents of the first aid box. Diane Barker is our next appointed named person in Karen's absence. It is the appointed first aid person's responsibility to call the emergency services if needed.
In the event of minor injuries or accidents, we normally inform parents/carers when they collect their young person, unless that person is unduly upset or we have concerns about the injury. In which case, we will contact the parents/carers for clarification of what they would like to do, i.e., whether they wish to collect the child and/or take them to their own GP.
An ambulance is called for anyone requiring emergency treatment. We contact parents/carers immediately and inform them of what has happened and where their person has been taken.
In addition to physical first aid, Artish Huddersfield CIC recognises the importance of responding to mental health emergencies. All staff and volunteers are expected to take signs of mental distress seriously and act promptly. Where a young person, staff member, or volunteer is in crisis or at risk of harm to themselves or others, staff should:

- Ensure immediate safety and call 999 in life-threatening situations.
- Contact the Designated Safeguarding Lead.
- Follow safeguarding procedures and record the incident.

We will provide signposting and post-incident support when appropriate. As part of our Business Plan, we are committed to ensuring that there will be at least one trained Mental Health First Aider in our organisation.

Parents/carers sign a consent form at registration allowing a member of staff to take their child to the nearest accident and emergency unit to be examined, treated, or admitted as necessary on the understanding that they have been informed and are on their way to the hospital.
Accidents and injuries are recorded in our accident record book and, where applicable, notified to the Health and Safety Executive and/or local child protection agencies in line with our Accident or Injury Policy.

This policy will be reviewed every year

Signed:  Dated: 20th March 2023

Name (please print): D P Barker

Position in organisation: Director

Review Date:

- March 2024 - No changes
- March 2025 - No changes
- March 2026 - No changes
- March 2027 -
- March 2028 -