



First Aid Policy

First Aid Provision

At all of our sessions, we are committed to providing a safe environment for participants by ensuring appropriate first aid provision is available:

- **First Aider on Site:** A qualified first aider will be present at all sessions and activities.
- **Paediatric First Aider:** At all registered venues, a designated **paediatric first aider** will always be on site to provide appropriate care for children.
- **Mobile Communication:** Staff are permitted to carry mobile phones to call for assistance, contact an ambulance, or inform parents in the event of an incident.

First Aid Equipment

Our first aid kits are stocked and maintained by staff as part of a **dynamic risk assessment**, ensuring that equipment is appropriate for each session and location. The kit includes (but is not limited to):

- Ice packs (minimum 4)
- Plasters (small, medium, large)
- Bandages
- Tissues
- Gloves
- Dressings
- Burn shield
- Microporous tape
- Resuscitation face shield
- Eye wash
- Antibacterial gel
- Alcohol-free wipes

Incident Recording

- All first aid incidents are documented via an **online incident form**, stored securely in an encrypted file.
- Parents or guardians are informed of injuries at the end of the session, or via phone if they are not collecting their child.
- Parents can **request a copy** of the incident form from the coach, and it will be emailed to them.

Procedures for Injuries

- For **minor injuries** (grazes, cuts, bumps, burns, etc.), the designated first aider will assess and provide appropriate treatment, including the use of plasters, bandages, ice packs, or dressings.
- **In cases of broken skin or blood**, gloves will always be worn, and hands will be cleaned using antiseptic or antibacterial gel before and after treatment.
- Any **allergic reactions** to plasters or other treatments will be checked before application.
- For **more serious injuries**, parents may be asked to attend immediately or advised to seek further medical attention.

Review and Monitoring

This policy will be reviewed regularly to ensure it reflects current best practice and statutory guidance. Staff are trained to carry out dynamic risk assessments and maintain first aid provision according to the needs of each session.

Policy Written: 28th November 2025

Reviewed: 28th November 2026

Name: Jack Dillon

Position: Director

Signed: *Jack Dillon*