



'First Aid Policy'

February 2016

Version Control

Date:	Page:	Details of Change:	Responsible Person:	Ratified by:	Date of next Review:
26/01/2016		Reformat	Sharon Jones	Already ratified, no changes	May 2018
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Lifeworks Policies Referenced

Policy Referenced:



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INTRODUCTION

We recognise that by providing suitable first aid facilities, having regard to the nature of our undertaking and the number and location of our staff, we may reduce the immediate impact of any accident.

It is our policy to:

- Train all staff to Level 2 Award in Emergency First Aid at Work.
- Provide and maintain suitable and sufficient first aid facilities.
- Ensure that first aid facilities, equipment and personnel are readily available.
- Provide additional training for the Teacher in Charge as necessary to take into account any specific hazards.

Arrangements

Staff are trained to ensure adequate cover is available during working hours.

Fully stocked first aid boxes are provided for use within the College building and for when students go out on trips they have their own small first aid bag which is carried by a member of staff.

A further first aid box is kept within the minibus.