



Hangleton Brass Band

First Aid Policy

It is the band's policy to provide first aid support to someone if they are injured or become unwell whilst in the band's care, and to ensure that the band complies with the Health and Safety (First Aid) Regulations 1981. It is our policy to have at least 1 trained first aider who will provide first aid support as and when necessary. **The Hangleton Band currently has 5 first aiders.**

Numbers of qualified First Aiders

Legally there is no set limit for the number of first aiders that are required but based on the nature and size of the band, the level of risk present in the school and the distance we are from medical facilities we aim to have at least one first aider must always be present in the building allowing us to fulfil our First Aid Policy.

First aiders

Qualified First Aiders can recognise and manage any immediately life-threatening conditions. If the First Aider feels that further medical assistance is required, they will arrange for an ambulance to be called.

All first aiders have attended an approved course in first aid and undertake refresher courses. Certificates are held by the Committee.

Review

This policy is reviewed on an annual basis or as when necessary, for example if a first aider leaves the band.

First Aid Boxes

There is a First Aid box in the band storeroom, and one in the PPE Kit box. All qualified First Aiders are responsible for replenishing the first aid boxes and ensuring that it contains all necessary equipment, and that the equipment is in date. On the inside of the first aid boxes is a recommended contents sheet. The boxes should be checked regularly by the first- aider. A first aid box will be taken to engagements.

Information

All new helpers are provided with information on how to obtain first aid assistance and who the qualified first aiders are.

Giving First Aid

If someone is injured, becomes unwell and needs help, the nearest first aider should be contacted, and asked to attend. The first aider will assess the situation: provide help; request assistance from other first aiders if necessary, stay with the casualty until they have recovered and decide if further medical assistance is required.

In the rare case that no first aiders are available, the casualty will be assisted in getting to the nearest hospital A&E department.

Medical Care of Under 18s

A parents/carer is required to sign the Medical Information & Consent form for the administration of first aid and the seeking of medical advice or emergency treatment necessary while the child is at Hangleton Youth Band rehearsals, engagements, and trips.

The child's parent/carer will be contacted. If a parent/carer is uncontactable, the named person on our emergency contact database will be called.

When giving first aid to under 18s which involves physical contact, the first aider should first explain what they need to do and then ask the child's permission to go ahead before starting.

NB: First Aiders are not legally permitted to give any medication to children without specific prior written consent from a parent or carer.

Medical support

When a first aider thinks that a casualty needs urgent medical treatment, the first aider will arrange for the casualty to be taken to the nearest hospital Accident & Emergency Department – if the first aider thinks it necessary, an ambulance will be called. If the situation is not an emergency but the casualty does need to go to the hospital then the parent/carer will be called.

When appropriate or if asked to by the casualty, we will contact their next of kin. Emergency contacts for band members are kept by nominated committee members and the band managers.

Accident Forms

An accident form should be completed every time a first aider helps a casualty, including when the problem was illness rather than accident. As well as the usual details of the accident (if appropriate) the name of the person giving first aid and summary details of the treatment given should be recorded. The accident book is in the first aid kit.

The following must be dealt with by a qualified first aider

Spillages of blood; vomit; urine and excrement and should be cleaned up promptly. The area should immediately be cleared and cordoned off and the first aider should use the spillage kit found in the first aid box to clean up.

The first aider should wear protective gloves and the waste be cleared into the bag provided in the spillage kit. The incident should be reported in the accident book which is located in the first aid kit.