



Appendix 1 First aid risk assessment

School/Service	Gwlady's Street Community Primary and Nursery School
Location	Walton Lane, Liverpool, L4 5RW
Head of School/Service	Ms Booth
School/Service Safety Advisor	LCC
Date	15.7.2020
Assessors	Paul Wolstencroft-Moore Sue Melia

Current number of first aiders and level of training:	<u>All staff basic first aid 31/10/17</u> <u>17 Staff 12 hour paediatric first aid 16/10/19</u>
Approximate number of people working between 8.30am and 6.30pm:	<u>62</u>
Approximate number of staff in area outside work hours (incl. weekends):	<u>0</u>
Lone working carried out in the School/Service?	<u>0</u>
Approximate number of students in working hours:	<u>400</u>
Approximate number of students outside working hours:	<u>0</u>
Is the School/Service spread out e.g. are there several buildings on the site or multi-floor buildings?	<u>4 separate buildings</u>
Distance to Nearest major hospital: Travel time:	<u>Aintree University Hospital 9 minutes (Adults)</u> <u>Alder Hey Children's Hospital 15 minutes (Children)</u>
Maximum distance to location of existing first aid kits:	<u>50m</u>
Summary of major incidents over the last 12mths:	none

Do you have any work experience trainees, volunteers or honorary staff?	Parent helpers Volunteer readers	
List specific hazards in the area. E.g. slips & trips, work at height, plant or machinery, moving objects, electricity, radiation, chemicals, dust, manual handling.	Hazard: Manual handling	Location: various
Are there hazards or health concerns for which an extra first aid kit or specialised treatment is required. E.g. chemicals, potential for burn, eye injuries, field trips.	Details: N/A	

Recommendations;

Contents of kit	Eye wash, plasters, triangular bandages, dressing pads, sterile wipes, crepe bandages, safety pins, tape, cold compress in fridge and gloves on the side.
Number and location of kits	All classes have bum bag kits. KS1 hall, Yr6 pod, KS2 accessible toilet, School House, FS1 and FS2
Number and names of first aider at work agreed	All staff who are first aid trained
Number and names of emergency first aider agreed	All trained staff not in class
Number and names of first aid administrator agreed	Helen Hargreaves
Additional recommendations	

Action list;

Items for Action	Completion Date	Date Signed Off	Initials

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Guidance on the first aid risk assessment

Numbers of first aiders

For low risk areas such as offices the minimum requirement is for a first aid administrator and a suitably stocked first aid box.

For larger numbers of employees, consider providing EFAW or FAW suitably placed first aid boxes.

Number of staff	Recommended minimum provision
<25	first aid administrator
25 – 50	first aider (EFAW)
>50	a first aider (FAW), plus one more for every 100 employed

For higher risk activities the recommended numbers of first aiders will need to be increased.

This figure is based on members of staff and does not take into consideration students or members of the public. Although there is no legal requirement to provide first aiders for non-employees, it is University policy that provision is made. The number of additional first aiders will depend on what activities the students are undertaking. For lecture based activities the current number of first aiders for staff may be sufficient. For those schools where students are undertaking higher risk activities; for example laboratory work, there may be a need to increase the number or competence of first aiders. The Health and Safety Office will be happy to provide further advice where necessary.