

Archangel First Aid Training Ltd

Health & Safety Policy (for those on training courses)

Health and Safety Policy for Archangel First Aid Training Ltd Staff

1. Introduction

- 1.1 Archangel First Aid Training Ltd requires trainers and assessors to observe the Health and Safety Policies and risk assessments of Archangel First Aid Training Ltd
- 1.2 Archangel First Aid Training Ltd requires trainers and assessors to observe the Health and Safety Policies and risk assessments of the venue used.

2. Venue Checklist

- 2.1 Archangel First Aid Training Ltd requires the tutor, to assess the course venue to confirm it is a safe place of work, prior to course commencement:
 - a) Fire escapes are clearly marked and adequately maintained and not obstructed.
 - b) Fire fighting equipment is clearly marked and placed and fire marshals nominated.
 - c) Access to training rooms is clear and safe.
 - d) Lighting, heating and ventilation is adequate.
 - e) Computers/projectors (if provided) for training have been PAT tested.
 - f) Washing and toilet facilities are adequate and appropriate for gender mix.
 - g) First aid and accident reporting procedures are in place.
 - h) Any other relevant matters coming to the attention of the tutor.

3. Archangel First Aid Training Ltd for tutors regarding specific qualification delivery

3.1 General

- a) Introduce and follow all Archangel First Aid Training Ltd policies in place to protect the interests of candidates as soon as is practicable.
- b) Sessions will not exceed 2 hours before comfort break is organised
- c) Follow guidance regarding lifting and handling course equipment.
- d) Confirm safe arrival home after course by phone, fax, text or email to allow us to comply with the essence of lone worker regulations.

3.2 First Aid qualifications:

- a) Consider students wearing gloves or using antibacterial hand cleaning gel during group practice.
- b) Consider using kneeling mats to protect knees in all demonstrations on prone casualties, and promote good practice example to all students.
- c) Ensure all practical exercises are carried out in a safe and proper manner.
- d) Risk assess all outdoor areas prior to outdoor scenario incident training.
- e) Wear gloves when stripping/cleaning/removing manikin lungs and the like.
- f) Dispose of all low level contaminated waste safely.

3.3 qualifications: