



# FIRST AID CHECKLIST

**CHECKLIST:** (List is indicative but may need to be extended to cover other potential risks)

- |  | Checked (√)              |
|--|--------------------------|
| • Trained First Aiders are available                 | <input type="checkbox"/> |
| • Local Paramedics are aware of the Activity / Event | <input type="checkbox"/> |
| • Emergency Procedure is available                   | <input type="checkbox"/> |

## FIRST AID KIT:

**Note:** It is not possible to prescribe the contents of a first aid kit to cover all activities / events for all venues and conditions. The checklist below describes the most likely items needed for most situations.

- |   | Checked (√)              |
|---|--------------------------|
| • Emergency services contacts are available                               | <input type="checkbox"/> |
| • Container suitability protects the contents and is visibly recognisable | <input type="checkbox"/> |
| • Duty First Aider (s) contacts are available                             | <input type="checkbox"/> |
| • Kit(s) are situated close to likely use areas                           | <input type="checkbox"/> |
| • Officials / instructors are aware of kit locations                      | <input type="checkbox"/> |
- 
- |  |                          |
|--|--------------------------|
| • Adhesive tape                                    | <input type="checkbox"/> |
| • Adhesive strips and patches (sterile band-aids)  | <input type="checkbox"/> |
| • Basic First Aid notes                            | <input type="checkbox"/> |
| • Bio disposal bags                                | <input type="checkbox"/> |
| • Disposable gloves                                | <input type="checkbox"/> |
| • Eye pads (sterile)                               | <input type="checkbox"/> |
| • Rubber thread (elastic) or crepe bandages        | <input type="checkbox"/> |
| • Safety pins                                      | <input type="checkbox"/> |
| • Scissors   | <input type="checkbox"/> |
| • Sterile covering for serious wounds              | <input type="checkbox"/> |
| • Sterile; small, medium and large wound dressings | <input type="checkbox"/> |
| • Triangular bandages                              | <input type="checkbox"/> |

**KITS MUST BE REGULARLY MAINTAINED** (at least monthly)

### SPECIFIC ACTIVITY ASSESSMENT

The following First Aid requirements have been arranged / included for the Activity listed.

Activity:  Dates:

Details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### ALL CHECKS COMPLETED

Name (please print)

Signature

Date