

POLICY ON FIRST AID

Studio Cambridge recognises the importance of First Aid in saving lives and preventing minor injuries becoming major injuries.

All staff members are required to have read and understood our First Aid policy and staff have a legal obligation to report any concerns. Failure to observe this policy may result in disciplinary action.

Policy Objectives

We aim to:

- provide suitably equipped first-aid containers in all locations where staff and students are permanently located.
- provide portable, suitably equipped first-aid containers at locations where staff and students are temporarily located.
- provide an appointed person to take charge of first aid arrangements.
- provide information for employees on first-aid arrangements.
- appoint and train a suitable number of First-Aiders who have completed an (HSE) approved training course and agreed to take responsibility for giving immediate help to casualties.
- maintain readily accessible accident records.
- safely isolate and clean spillages of blood, vomit etc. as quickly as possible.
- safely dispose of needles and sharp objects.
- provide hand washing facilities for all staff, students and visitors.

*Reviewed: Mar 2025 by RM, RE & GT
Next review due: Mar 2026*