

General School - No.10 First-Aid (List additional hazards, risks and controls particular to your school using the blank template no.55)

Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H = High M = Medium L = Low	Controls (When all controls are in place risk will be reduced)	Is this control in place?	Action/to do list/outstanding controls *Risk rating applies to outstanding controls outlined in this column	Person responsible	Signature and date when action completed
Inadequate first-aid equipment/kits		Injuries could be serious or life threatening if not dealt with quickly and appropriately	H	First-aid kits are kept well stocked in accordance with the Health and Safety Authority guidelines (See 'Recommended contents of first-aid boxes and kits' p.35)				
			H	Specific responsibility has been given to a designated employee for restocking the kits				
			H	Defibrillators (where present) are maintained in accordance with the manufacturer's instructions				
Inadequate information about trained first-aiders		Injuries could be serious or life threatening if not dealt with quickly and appropriately	H	The appropriate number of occupational first-aiders are available during working hours ¹				
			H	Where appropriate a person competent in the use of a defibrillator is available. Staff and students should be aware of who the occupational first-aiders are and how to alert him/her in emergencies. It is good practice to ensure the name (and perhaps photograph for larger workplaces and workplaces with people of many nationalities present) of the occupational first-aiders is clearly visible on staff or student notice boards in and around the school				
			L	If occupational first-aiders are temporarily unavailable an alternate person is designated to take over in the event of an accident				

¹ Occupational first-aiders should be trained in accordance with the Health and Safety Authority Guidelines on first-aid at Place of Work May 2008 available at http://www.hsa.ie/eng/Publications_and_Forms/Publications/Occupational_Health/Guidelines_on_First_Aid_at_Places_of_Work_2008.pdf

If there is one or more High Risk (H) actions needed, then the risk of injury could be high and immediate action should be taken. Medium Risk (M) actions should be dealt with as soon as possible. Low Risk (L) actions should be dealt with as soon as practicable.

Risk Assessment carried out by: _____

Date: / /

RECOMMENDED CONTENTS OF FIRST-AID BOXES AND KITS (see next page)

Materials	First-aid travel kit contents	First-aid box contents		
		1 - 10 Persons	11 - 25 Persons	26 - 50 Persons*1
Adhesive plasters	20	20	20	40
Sterile eye pads (no.16) (bandage attached)	2	2	2	4
Individually wrapped triangular bandages	2	2	6	6
Safety pins	6	6	6	6
Individually wrapped sterile unmedicated wound dressings - medium (no. 8) (10 x 8cms)	1	2	2	4
Individually wrapped sterile unmedicated wound dressings - large (no. 9) (13 x 9cms)	1	2	6	8
Individually wrapped sterile unmedicated wound dressings - extra large (no. 3) (28 x 17.5cms)	1	2	3	4
Individually wrapped disinfectant wipes	10	10	20	40
Paramedic shears	1	1	1	1
Pairs of examination gloves	3	5	10	10
Sterile water where there is no clear running water*2	2x20mls	1x500ml	2x500mls	2x500mls
Pocket face mask	1	1	1	1
Water based burns dressing - small (10x10cms)*3	1	1	1	1
Water based burns dressing - large*3	1	1	1	1
Crepe bandage (7cm)	1	1	2	3

Notes:

*1: Where more than 50 persons are employed, pro rata provision should be made.

*2: Where mains tap water is not readily available for eye irrigation, sterile water or sterile normal saline (0.9%) in sealed disposable containers should be provided. Each container should hold at least 20ml and should be discarded once the seal is broken. Eye bath/eye cups/refillable containers should not be used for eye irrigation due to the risk of cross-infection. The container should be CE marked.

*3: Where mains tap water is not readily available for cooling burnt area.