



# Brighton Rec Gymnastics – First Aid Policy

## Policy Purpose:

To ensure the health, safety, and well-being of all gymnasts, staff, and visitors by providing timely and effective first aid in the event of illness or injury.

## Scope:

This policy applies to all staff, coaches, volunteers, and participants at Brighton Rec Gymnastics.

## Policy:

### 1. First Aid Training

- All coaches are encouraged to hold a current First Aid Certificate.
- All Program Coordinators are required to hold a current **First Aid/CPR certification**.
- Staff must remain up-to-date with CPR and emergency response procedures.

### 2. First Aid Equipment

- Fully stocked first aid kits are available in the gymnastics space.
- First aid kits are regularly checked and replenished by the Manager.

### 3. Responding to Incidents

- Coaches must assess and respond to all injuries or illnesses immediately.
- For minor injuries, appropriate first aid will be administered on-site.
- For serious injuries, emergency services will be contacted immediately, and parents/guardians will be notified.

### 4. Reporting

- All first aid incidents must be recorded in the **First Aid Incident Register**, including details of the injury, treatment provided, and actions taken.
- Parents/guardians will be informed of all injuries sustained by their child during activities.

## 5. Emergency Procedures

- Coaches and staff must follow established emergency response procedures for serious injuries, including calling **000** for medical assistance when required.
- Staff will remain with the injured person until professional help arrives.

### **Responsibilities:**

- Coaches and staff are responsible for maintaining a safe environment and providing first aid when necessary.
- Management is responsible for ensuring all staff are trained, equipment is maintained, and policies are followed.

### **Review:**

This policy will be reviewed annually to ensure compliance with current health and safety standards.