

In assessing your first-aid needs, you should consider:

- the nature of the work you do
- workplace hazards and risks (including specific hazards requiring special arrangements)
- the nature and size of your workforce
- the work patterns of your staff
- holiday and other absences of those who will be first-aiders and appointed persons
- your organisation’s history of accidents

You may also need to consider:

- the needs of travelling, remote and lone workers
- the distribution of your workforce
- the remoteness of any of your sites from emergency medical services
- whether your employees work on shared or multi-occupancy sites
- first-aid provision for non-employees (e.g. members of the public).

Factor to consider	Space for notes	Impact on first-aid provision
Hazards (use the findings of your general risk assessment and take account of any parts of your workplace that have different work activities/hazards which may require different levels of first-aid provision)		
the nature of the work you do	We work with young people with learning disabilities who sometimes have physical disabilities also; physical weakness, sight loss hearing loss. Quite often young people have no sense of danger.	Minor accidents are common. Need to support young people having seizures possible. Need to support young people with other medical needs e.g. oxygen also possible – protocols always in place.
workplace hazards and risks (including specific hazards requiring special arrangements)	Lupton House Grounds include woodland areas with rough terrain. Slips, trips and falls likely. The Orchard has a fire pit which we will be using. We will be working outdoors all of the time. Insects, brambles, nettles. Participating in Forest School with SW Family Values we will have L3 Forest School Practitioner leading workshop; RA before delivery - all staff will be briefed prior to event.	Ankle twists, knee and elbow scrapes, branches in eyes, bee stings and bites possible. We will carry Icepacks, sterilised water and saline solution with us. Burns possible. We will carry Clingfilm in First Aid Kit. Hypothermia and Sunburn also possible. We will instruct families to provide layers of clothes, waterproofs and sun cream; we will provide blankets (to be washed daily). We will have protocols and meds for those who experience anaphylaxis or severe allergic reaction. We will have individual RA for participants, together with the capacity to dynamically RA Forest School participation to assess competency in each task and support appropriately.

Factor to consider	Space for notes	Impact on first-aid provision
the nature and size of your workforce	Holiday Bubble staff team all experienced. Staffing ratio generous: Young people supported on 1:3 ratio x6 + 1:1 ratio x1 + 1 Young Leader 18+ + 1 Group Leader floating. Total: 8 young people with 4 staff.	Includes a minimum of 2 First Aiders in each bubble (please see Staff Availability) GS & RU training in Team A to increase the number of available first aiders to 2 + 1 on standby. NB: TC to guide/advise but not deliver first aid.
the work patterns of your staff	2 Distinct Bubbles working 2 days a week each with S/by on call each day. We work 7 hours straight - no breaks.	We have trained an extra First Aider for Team A In each team we have a minimum of 2 First Aiders on site + 1 on S/by
holiday and other absences of those who will be first-aiders and appointed persons	MT absent for first two weeks of provision. In case of sickness we have a s/by for each bubble.	Bubble B secure with 3 First Aiders working and/or on s/by for the 4 weeks of delivery. Bubble A secure with 2 First Aiders and RU on S/by. NB: TC - Bubble A advising only from social distance.
your organisation's history of accidents	Minor accidents (bumps and stings) are common place but serious injury rare. We have not had a serious injury for the 4 years SJL has been in post.	First aid imperative because of the physical vulnerability of some of our clients; some need to be careful of getting too hot, too cold, to excited etc. First Aid commonly required to support a young person with medical need.
the needs of travelling, remote and lone workers	We might be using a minibus to drive one young person to and from his Holiday Bubble. She will be supported by an escort + driver. Plenty of room in vehicle for social distancing. Workers living in Devon may be car sharing to get to Torbay. No lone working. Remote: It may be possible that a group go and play in the woods. Mobile reception poor at Lupton.	If one of the workers travelling together has infection chance of contamination stronger. We will limit car shares to one passenger per car, drive with windows open and wear masks. We will ensure that 2 members of the team go with any group of young people wanting to explore (including 1 First Aider). This allows for one staff member to return to the Holiday Bubble in case of emergency.
the distribution of your workforce	X2 staff working 1:3 x1 staff member working 1:1 + Leader floating/supporting Young Leader. Because the Holiday Bubble will have a programme of workshops mapped the team will be mostly working together.	The generous staffing of Lifeworks Holiday Bubble pilot and careful planning will help us have the capacity to deal with any unexpected problems.

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<p>the remoteness of any of your sites from emergency medical services</p>	<p>Lupton House is 18 minutes away from Torbay Hospital in a car. SW Ambulance Services Response times (2019): Category 1 (average time 7 minutes) includes life-threatening injuries and illnesses Category 2 (average time 18 minutes) means emergency calls (e.g. stroke, difficulty breathing, chest pains) Category 3 (average time 90% within 120 minutes) means urgent calls (e.g. late stages of labour, non-severe burns, diabetes). Please note SW Ambulance Services warn that in the Summer they are responding to double the calls they receive in the Winter (2019) That said Torbay Hospital Emergency Department has seen a 50% reduction in footfall since the start of the Covid-19 pandemic (2020)</p>	<p>If they are capable, tell them to do things for us, but treating the casualty properly should be our first concern. Remember the 3P model – preserve life, prevent worsening, promote recovery.</p> <p>Where CPR is required we must follow Covid-19 Guidelines:</p> <p>Call 999 immediately – tell the call handler if the patient has any COVID-19 symptoms</p> <p>Ask for help. If a portable defibrillator is available, ask for it Before starting CPR, to minimise transmission risk, use a cloth or towel to cover the patient’s mouth and nose, while still permitting breathing to restart following successful resuscitation</p> <p>If available, use:</p> <ul style="list-style-type: none"> ▪ a fluid-repellent surgical mask ▪ disposable gloves ▪ eye protection ▪ apron or other suitable covering <p>Only deliver CPR by chest compressions and use a defibrillator (if available) – don’t do rescue breaths</p>

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whether your employees work on shared or multi-occupancy sites	The Peace Garden will be for our sole use Tuesday-Friday but used by Wedding Parties at the Weekend. Outdoor Toilets are shared with one other group only and we will have keys. The Orchard is a shared space, being used by other youth groups in and around our use but NOT at the same time.	We need to make sure that 'touch points' in shared spaces are cleaned before and after our use. We need to make sure all rubbish from wedding parties is cleared before young people start their week. We need to ensure we dispose of all our waste safely to avoid infection transmission.
first-aid provision for non-employees (e.g. members of the public).	SW Family Values has a First Aider onsite all the time we are in the Orchard. This person also has an enhanced DBS. Lupton House train First Aiders and have volunteer First Aiders onsite (DBS status unknown)	We might come across someone needing help on the walk between Lupton House and the Orchard. To preserve life, we will phone 999; Use a cloth to cover the persons mouth and nose, wear PPE (which will be carried at all times), do Chest Compressions ONLY. We will NOT undertake rescue breaths.