



The Monday Night Club  
The Lodge, Dingle Road, Leigh  
Worcester WR6 5JX  
Tel: 07973788029

[www.themondaynightclub.org.uk](http://www.themondaynightclub.org.uk)  
Registered charity number 1160646

## THE MONDAY NIGHT CLUB FIRST AID POLICY

**Scope and Purpose:** To provide and maintain a high standard of first aid provision to individuals who are taken ill or have an accident on the premises.

**Implications of non-adherence:** Potential implications: delayed medical attention that could result in loss of life, minor injuries may become major ones.

**Who uses this process:** All volunteers at The Monday Night Club

The Monday Night Club is committed to complying with its duties under Health and Safety and other relevant legislation with regard to the provision and maintenance of a first aid service. This will ensure that individuals who are injured or become ill have early access to trained competent first aiders.

A minimum of 1 qualified First Aider must be present and identified at all Monday Night Club events.

For the purpose of this document the term "first aiders" refers to individuals who have undertaken a First Aid Certificate, approved by the Health and Safety Executive (HSE).

### The First Aid Bag should have:

- 1 leaflet giving general guidance on first aid
- PPE - Disposable gloves, sterile surgical face masks
- Anti-viral hand gel
- Sterile mouth-to-mouth shields
- 20 individually wrapped sterile adhesive dressings of assorted size (plasters).
- Sterile eye pads
- Triangular bandages individually wrapped and sterile.
- Bandages, individually wrapped and sterile.
- Medium sized dressings individually wrapped and sterile.
- Large wound dressings individually wrapped and sterile.
- Sick bags
- Instant ice packs

All volunteers will be made aware of the location of the First Aid Bag and Accident Book during their induction. The Monday Night Club will ensure a First Aid Bag is available and adequately stocked at all times (this check will be included on the monthly H and S Check).

All volunteers will be given the opportunity to attend First Aid training.

First aid administered will be reported to the First Aider and detailed on an accident/incident form (See Accident Book for Procedure).

This policy will be reviewed every year.

**Name: Laura Gill**

**Position: Chair of Trustees**

**Date of last review: 18<sup>th</sup> July 2023**