

## FIRST AID OFFICER

**The role of a First Aid Officer of Noarlunga Little Athletics Centre incorporates the following:**

- To attend committee meetings when available and to provide opinions and vote on various issues.
- To ensure that all first aid kits are stocked and in adequate condition and appropriate best before dates on perishable items.
- To preferably have completed a first aid course.
- To assist in any required medical issue that any member or visiting person may have and to act accordingly for ongoing treatment, eg. calling for an ambulance.
- To record all incidents, regardless of how minor.
- To contact a parent or guardian as soon as possible after treating an athlete or minor.
- To designate a proxy on your behalf at any meet where you are unable to attend.
- To assist in the setting up and packing up at each meet.
- To assist at events hosted by NLAC eg. Cross Country, Presentations, Fund raisers, etc.
- To make new families to NLAC feel welcome and guide them through their first weeks.