

First Aid Arrangements for Freedom Academy of Performing Arts Classes

Date – 11/12/2024

Renewal Date: 11/12/2025

Freedom Academy of Performing Arts is dedicated to providing a safe and nurturing environment for all students participating in its diverse range of classes. To ensure the health and safety of every individual, the academy has established comprehensive first aid arrangements that comply with best practices and legal requirements. This document outlines these arrangements, detailing the procedures, resources, and trained personnel that are in place to address any medical emergencies that may arise during classes.

Trained First Aid Personnel

The academy prioritizes having trained first aid personnel present during all classes and events. This includes:

1. **Certified First Aiders:** At least one certified first aider will be present at every class, rehearsal, and performance. These individuals are trained in basic and emergency first aid.
2. **Regular Training Refreshers:** First aiders will participate in regular training refreshers to keep their skills current. The academy will also conduct first aid training sessions that are open to all staff and volunteers.

First Aid Kits

Freedom Academy maintains well-stocked first aid kits that are easily accessible during classes and events. These kits include:

- Adhesive bandages of various sizes
- Sterile gauze pads and adhesive tape
- Antiseptic wipes and creams
- Cold packs for injuries
- Disposable gloves
- Emergency blanket

Multiple first aid kits will be strategically placed in key locations throughout the facility, including studios and rehearsal spaces. Additionally, all first aid kits will be inspected regularly to ensure that supplies are replenished and up to date.

Emergency Response Procedures

In the event of a medical emergency, the Freedom Academy has established clear protocols to ensure a swift and effective response:

1. **Assessment:** The first aider will assess the situation and determine the extent of the injury or medical issue.
2. **Administering First Aid:** The first aider will administer necessary first aid according to established protocols, keeping the situation calm and safe for the individual in need.

3. **Emergency Services:** If a situation requires further medical attention beyond what can be provided, the first aider will call emergency services (999) and provide clear details about the nature of the emergency.
4. **Informed Care:** If necessary, the first aider will contact the individual's emergency contact as outlined in the student registration form.
5. **Incident Reporting:** All incidents requiring first aid will be documented in an incident report form. This will include details of the nature of the injury, treatment provided, and any follow-up actions taken. This documentation will be kept on file for review.

Communication and Awareness

To foster a culture of safety and preparedness, Freedom Academy promotes awareness regarding first aid arrangements among students, staff, and parents:

Emergency Contact Lists: An updated list of emergency contacts and medical information will be maintained for all students. This will help first aid personnel respond quickly and

Review

Review

This policy will be reviewed annually or sooner if there are changes to legislation, operational procedures, or after an incident. The review will be conducted by management in conjunction with input from staff and students to ensure it remains relevant and effective.