



2nd Chance First Aid Risk Assessment

HARARDS IDENTIFIED	PEOPLE EXPOSED TO HAZARD	CONTROLS IN PLACE	SEVERITY 1 2 3	LIKELIHOOD 1 2 3	RISK RATING A+B
<p>Fire Safety Electrical Safety Risk</p>	<p>ALL</p>	<p>To reduce risks to an absolute minimum, 2nd Chance First will ensure the following:</p> <ul style="list-style-type: none"> • Venue has a fully automated fire alarm, with both smoke & carbon monoxide detection (serviced annually). • Venue has both CO2 & water fire extinguishers (serviced annually). • 2 x fire exits, front door, or open windows at ground level. • Designated fire assembly point (car parking area). • 2nd Chance First Aid centre trainer/s will be fully aware of Fire Alarm Procedure (forms part of trainer/centre standardisation). • Centre trainer/s to inform all candidates of the Fire Alarm Procedure during course introductions. • Whilst all venue electricals are not PAT tested, the centre manager (Neil Rodgers) will inspect all electrical equipment on a regular basis to ensure it is safe & serviceable. Any electrical equipment found to be faulty will be removed, repaired, or replaced as appropriate. • If trainer/s finds any faulty electrical equipment whilst delivering a course, they are to take it out of use and inform the centre manager as soon as possible. 	<p>1</p>	<p>1</p>	<p>LOW</p>



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<p>First Aid Emergency Risk</p>	<p>ALL</p>	<p>To reduce risks to an absolute minimum, 2nd Chance First will ensure the following:</p> <ul style="list-style-type: none"> • Course trainer/s to act as “First Aider” if a medical emergency arises during course delivery. • A fully equipped and in date First Aid kit is provided at the venue and is situated in a position that is clear & accessible to all. • Nearest public access AED is situated in Wheatstone House only 100 metres away. • Trainer/s will be informed of this First Aid procedure including where First Aid equipment is situated as part of the trainer/centre standardisation process. • All candidates to be informed of the First Aid procedure as part of the course introductions by trainer/s. • Training venue has good mobile telephone signal strength on ALL mobile networks. • Details of the full venue address, postcode & what 3 words positioning can be found on the training room door. 	<p>1</p>	<p>1</p>	<p>LOW</p>



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<p style="text-align: center;">Manual Handling Risks</p>	<p style="text-align: center;">ALL</p>	<p>To reduce risks to an absolute minimum, 2nd Chance First will ensure the following:</p> <ul style="list-style-type: none"> • To reduce risks in relation to manual handling all candidates are provided with Pre-course Information to inform them of the nature of First Aid training and the types of manual handling required. • As stated in this Pre-course information candidates are encouraged to contact 2nd Chance First Aid if they have any concerns in relation to this. • If a candidate contacts 2nd Chance First Aid prior to the course, any special needs/reasonable adjustments can be discussed and a C7 form completed to allow the candidate to still achieve on the course. <i>Special needs/reasonable adjustments are also stated in the Pre-course information.</i> • Trainer/s are made aware of ITC First's special needs/reasonable adjustment procedure during trainer/centre standardisation. • If on arrival a candidate highlights a manual handling special need/reasonable adjustment either verbally or via the candidate registration form, trainers are to discuss and complete a C4 form (if required). • Trainer/s are to make all reasonable adjustments to allow candidates to achieve. 	<p>1</p>	<p>1</p>	<p>LOW</p>



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<p style="color: red; text-align: center;">Manual Handling Risks Continued</p>	<p>ALL</p>	<p>To reduce risks to an absolute minimum, 2nd Chance First will ensure the following:</p> <p>Trainer/s are to ensure that all candidates are fully aware of the practical requirements of First Aid training and assessment. Trainer/s are to explain that candidates will be expected to be able to do the following:</p> <ul style="list-style-type: none"> • Bend, kneel, twist, stoop, roll a simulated casualty, be rolled as a simulated casualty, and perform CPR on a mannequin all situated on the floor. • Kneeling Mats are provided at this venue throughout any practical to reduce the risk of fatigue or injury when kneeling. • Casualty Mats are provided at this venue for simulated casualties to lay down on, to reduce the risk of fatigue or injury. • The trainer/s are to explain if any candidates are not able to lay down and act as a simulated casualty this is not a problem. As this does not form part of the practical assessment. Any candidate who cannot lay down will however need to be put in a group of 3, to allow the other candidates to act as casualties for them and each other. • Trainer/s to ensure during practical assessments, the groups are spaced adequately so to reduce this risk to a minimum. 	<p>1</p>	<p>1</p>	<p>LOW</p>



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<p style="color: red; text-align: center;">Manual Handling Risks Continued</p>	<p>ALL</p>	<p>To reduce risks to an absolute minimum, 2nd Chance First will ensure the following:</p> <ul style="list-style-type: none"> • Any equipment not essential to the practical at that time, should be placed off the floor to limit trip hazards • Trainer/s are to ensure that candidates take their time getting up from the floor to reduce the risk of tripping, but also to reduce the risk of Fainting due to Postural Hypotension/Vertigo. • If candidates feel “Dizzy” they should be instructed to stay on the floor until “Dizziness” subsides. • Trainer/s are to ensure all candidates use the Kneeling/Casualty Mats provided throughout the course practical to reduce the risk of injury or harm. • Use of Reasonable Adjustments on Identified candidates to reduce risk/harm. 	<p>1</p>	<p>1</p>	<p>LOW</p>



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<p style="color: red; text-align: center;">General Hygiene Cross Infection Covid-19 Prior to Course</p>	<p>ALL</p>	<p>To reduce risks to an absolute minimum, 2nd Chance First will ensure the following:</p> <ul style="list-style-type: none"> • On completion of the booking process all candidates will be sent the Candidate Pre-Course Information Document via automated email. This ensures all are fully aware of the course T&C's and what to expect prior to arrival on the course. This document also details all the current Covid-19 measures and details Covid-19 symptoms and when candidates should not attend in relation to this. • All venue high contact areas are cleaned/sanitised with Anti-Viral/Alcohol wipes and or Fogged with Anti-Viral disinfectant prior to the course start and includes the following areas: <i>Light Switches, Door Handles, Window Handles, Toilet Seats, Flush Handles, Mirrors, Sink Taps, Soap Dispenser's, Chairs, Tables, Bin Lids, Benches, Hand Surfaces etc.</i> • All training equipment are cleaned/sanitised with Anti-Viral/Alcohol wipes and or Fogged Anti-Viral disinfectant prior to the course start and includes the following equipment: <i>Mannequins, Kneeling Mats, Casualty Mats, Bandages/Dressings, Training Props etc...</i> 	<p>1</p>	<p>1</p>	<p>LOW</p>



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<p style="color: red; text-align: center;">General Hygiene Cross Infection Covid-19 Prior to Course Continued</p>	<p>ALL</p>	<p>To reduce risks to an absolute minimum, 2nd Chance First will ensure the following:</p> <ul style="list-style-type: none"> • Whilst it is not a legal requirement, we would strongly advise ALL centre trainers to take a Covid-19 Lateral Flow Test no more than 24 hours prior to attendance on the first day of any course. This is to ensure we reduce the risk of trainer/s unknowingly attending a client's venue and risking the spread to the workforce. Lateral Flow Tests can be purchased from most pharmacies and supermarket for as little as £2 • If the Trainer/s develop any of the current Covid-19 symptoms as listed on the NHS website and/or test positive on a Lateral Flow Test, they must under NO circumstances attended the course and be required to contact 2nd Chance First Aid as soon as possible. • Whilst not a legal requirement anymore, 2nd Chance First Aid would advise the Trainer/s to follow the current advise listed on the NHS website in relation to SELF-ISOLATION. • Trainer/s will not be permitted to deliver any courses on behalf of 2nd Chance First Aid until they can show evidence of a Negative Lateral Flow Test. 	<p>1</p>	<p>1</p>	<p>LOW</p>



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<p style="color: red; text-align: center;">General Hygiene Cross Infection Covid-19 During Course</p>	<p>ALL</p>	<p>To reduce risks to an absolute minimum, 2nd Chance First will ensure the following:</p> <ul style="list-style-type: none"> • Candidates will be required to have their temperatures taken on arrival at the venue. • Venue windows will remain open to ensure good ventalation and CO2 levels monitored throughout the duration of the course • Venue seating is set out to ensure maximum distancing between candidates as possible when seated (approximately 1 metre plus). • If candidates are attending the course with others from the same family/work bubble they will be seated next to each other wherever possible. • All candidates will use their own individual equipment throughout the course, there will be NO sharing of equipment apart from training AED's. (Ratio of 1AED:2 Candidates). • Whilst it is no longer a legal requirement, 3 Ply Face Masks will be made available if candidates wish to wear them. (Optional). • Also available will be an ample supply of Hand Sanitisers, Gloves, CPR Face Shields, and Alcohol Wipes for candidates to use if they so wish. Trainers are too strongly promote the use of this equipment throughout the course duration. • Candidates are provided with their own sealed course pack that contains <i>Course Paperwork, CPR Face Shield and Manual.</i> 	<p>1</p>	<p>1</p>	<p>LOW</p>



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<p style="color: red; text-align: center;">General Hygiene Cross Infection Covid-19 During Course Continued</p>	<p>ALL</p>	<p>To reduce risks to an absolute minimum, 2nd Chance First will ensure the following:</p> <ul style="list-style-type: none"> • Due to the ongoing Covid-19 risk the venue provides a mannequin to candidate ratio of 1:1 (No one shares mannequins). • All mannequins are cleaned/sanitised with sanitised with Anti-Viral/Alcohol wipes and or Fogged with Anti-Viral disinfectant after every course and all lungs replaced new for old. • Candidates are provided with Alcohol Wipes and CPR Face Shields to use during CPR if they wish to use them. • Wherever possible Mannequins will be used for practical and assessment purposes (pre-pandemic only used for CPR). • Where person to person contact is required for assessment purposes this will be kept to a minimum. • Wherever possible candidates will be paired up with someone who is within the same work/family bubble. • Candidates will work within that same pairing throughout the duration of the course (No mixing of groups wherever possible). • During any person to person practical, candidates will be encouraged to consider wearing Face Masks/Coverings and to Sanitise Hands before and after contact 	<p>1</p>	<p>1</p>	<p>LOW</p>



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<p style="color: red; text-align: center;">General Hygiene Cross Infection Covid-19 After Course Closure</p> <p style="text-align: left;">PAGE 10 OF 10</p>	ALL	<p>To reduce risks to an absolute minimum, 2nd Chance First will ensure the following:</p> <ul style="list-style-type: none"> • Candidates are asked to contact 2nd Chance First Aid via the contact details found on their course manual if they develop Covid-19 symptoms and test positive on an LFT up to 7 days after the course closure. • If 2nd Chance First Aid are contacted by a candidate who tested positive, we will, send out a Warn & Inform email/text to each candidate who attended the course to allow them to follow any current NHS guidance. • At no point will 2nd Chance First Aid divulge the identity of the candidate who has tested positive to the other candidate. • This would also be the same process if the course trainer/s testing positive. 	1	1	LOW