THE TRIANGLE ADVENTURE PLAYGROUND ASSOCIATION
Ashmole Street, London SW8 1NF
Reg Charity no. 303145

First Aid, Accidents, and Incidents

Designated Health & Safety Officer: The Senior Playworker for the day

First Aid & Emergency Medical Treatment

1. At least one member of staff with a current first aid training certificate must be on the premises or on outreach sessions at any one time.
2. The first aid kit
   i. Must comply with the Health & Safety (First Aid) Regulations 1981
   ii. Must be checked every 6 months with safety report, signed & dated, by the Senior Playworker & restocked as necessary
   iii. Should be kept out of reach of children
   iv. A First aid kit must be carried to all outreach venues

Accidents and incidents

3. All playworkers should know who has a current first aid training certificate (see notice on user board).
4. Report all accidents or 'near misses', however minor or serious, to the Senior Playworker.
5. Record full details in the accident/incident record book on the day of the occurrence.
6. The Senior Playworker must ensure that the Health and Safety Executive is notified of all reportable incidents under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) (See below)
7. The Senior Playworker will report all serious incidents to the Safeguarding committee lead within 24 hours. Who will keep a report of all actions.
8. The Senior Playworker will also report all serious incidents in his report to the Management Committee.
9. The Management Committee will consider all incidents reported to them to ensure that no additional precautions are required.
10. Accident reports will be checked 6 monthly by the Safeguarding committee member.

Reporting of Injuries, Diseases and Dangerous Occurrences 2013 (RIDDOR)

The following is an extract from the guidance – refer to the HSE website for full details.
Any accident or 'near miss' that is work-related or results in an injury of a type which is reportable (see below) **must be reported to the Health and Safety Executive** as soon as possible via the website www.hse.gov.uk/riddor/report.htm#online. Deaths or specified injuries should be reported by phone 0845 300 9923 (8:30 to 5:00 M-F) or 0151 922 9235 out of hours, unless not serious in which case an online form is sent.

1. Work-related injuries resulting from
   i. the way the work was organised, carried out or supervised
   ii. any machinery, substances or equipment used at work
   iii. the condition of the site or premises where the accident happened.
2. Reportable injuries:
   i. Death
   ii. Specified injuries to workers
   iii. Fractures other than fingers, thumbs, and toes
   iv. Amputation
   v. Permanent loss or a reduction of sight
   vi. Crush injuries leading to internal damage
   vii. Serious burns
   viii. Scalping
   ix. Unconsciousness caused by head injury or asphyxia

3. Injuries which result in the worker being away from work or unable to perform their normal duties for more than 7 consecutive days

4. Injuries to non-workers (children, young people, and parents/carers) Must be reported to the HSE and to the parent/carer if anyone is injured and is taken from the scene of the accident to hospital for treatment of that injury. There is no requirement to establish what hospital treatment was actually provided before reporting and no need to report incidents where people are taken to hospital purely as a precaution when no injury is apparent. It is particularly important to report any reportable injury that results from **faulty equipment or poor supervision.**