

**Purpose**

The Parish has a responsibility to take “reasonably practicable” steps in providing effective first aid arrangements and to ensure safe and consistent care is taken when first aid may be required in the Parish.

**Responsibilities**

The Parish is responsible for:

- Ensuring appropriate first aid supplies are provided at the Parish Office, Church and Parish Hall
- Ensuring that first aid supplies are accessible to all workers and parishioners at the Parish
- Ensuring that the parish has qualified first aiders and that they receive the relevant refresher training when required
- Displaying a list of trained first aiders with the first aid kits
- Ensuring any first aid administered is recorded i.e. in a notebook in the first aid kit

---

**Parish Priest**

---

**Date**