**First Aid Training Requirements for Clubs, Societies & Projects**

1. **Background**
	1. This paper outlines proposed requirements for first aid training to be satisfied by various Clubs, Societies & Projects.
	2. These requirements should be considered minimum standards. Named groups should aim to have more trained first aiders than the numbers specified. Furthermore, groups not named in this paper should aim to have first aiders trained at an appropriate level. Requirements for groups are given in Appendix A.
	3. Groups engaged in the activities of the clubs listed in Appendix A, but which are not the sole activity of the group, should follow the requirements for the most relevant club. For example EEE Society going skiing should follow the requirements for Snowsports.
	4. The courses named in this paper are correct at the time of writing and where possible are offered by the College’s first aid provider. This allows attendance at equivalent courses offered by the College to be recognised as appropriate for use in Club, Society or Project activities.
	5. It is proposed that the list of Clubs, Societies & Projects requiring each course is reviewed annually by the Health & Safety Committee.
2. **Training courses**
	1. Three courses are appropriate for the activities of our Clubs, Societies & Projects:
		1. Fieldwork/outdoor activities first aid
		2. Pitchside first aid
		3. General first aid
	2. A programme of courses is planned for the 2014/15 academic year. Without the correct numbers of qualified first aiders the Union can curtail activities of a Club, Society or Project.
	3. Details of those members with first aid qualifications are recorded on eActivities by the student activities staff team.
3. **Fieldwork/Outdoor Activities First Aid**
	1. Many of our activities are high risk and take place in remote and challenging environments, which can be far from adequate medical facilities. To reduce the potential impact of any injuries, these activities should ideally have first aiders, trained in first aid which specifically focuses on these circumstances where medical attention may be inaccessible or take longer than usual to access.
	2. This course is recommended by Imperial College for expedition leaders, researchers working in remote locations, single person fieldwork in tropical, arctic and challenging environments and those undertaking outdoor pursuits.  The course is also recognised by various National Governing Bodies for outdoor activities so can be used to support qualifications in specific activities.
	3. Key areas it covers include:
		1. Introduction, mountain rescue, mountain safety & survival
		2. Scene assessment, communication & delegation, safety & hygiene
		3. Primary survey-trauma/non-trauma (recovery position./immobilisation)
		4. "Chain of survival" - CPR, resuscitation and relevance in the outdoors
		5. Airway problems - choking and artificial airway fitting
		6. First aid kits for work and the mountain environment
		7. Shock - types, treatment and importance when help is delayed
		8. Practical session on splinting using improvised splints, Sam splints and other commercially available splints
		9. Practical sessions on spinal immobilisation and moving patients
		10. Environmental problems: heat stress, hypothermia, altitude sickness
	4. This qualification lasts for 3 years and requires two full days of training.
	5. The qualification is also a prerequisite for an advanced expedition first aid course offered by the same provider which is run by the College from time to time for those going to locations where help may be several days away.
4. **Pitch-side First Aid**
	1. There are two key needs for this training course:
		1. Sports clubs need to be aware of what steps they can take to prevent injuries from taking place in the first place, and reduce the risk of harm.
		2. Clubs need to have the skills and knowledge to minimise the impact of any injuries that do take place. Whilst many sites where sports take place have first aid provision on site, this provision can be less than immediate due to the geography and logistics of the site. There are also occasions where this first aid provision will not be available.
	2. A provider has been identified who run courses aimed at sports club volunteers. They describe their course as: *The 1 Day First Aid for Sport, Exercise and Fitness certificate course is a great introduction to first aid in a sports environment the essential knowledge, skills and decisions for all first aiders in this sector, especially addressing the influence of sports activity and specialist equipment, such as gum shields, upon casualty care.*
	3. This course will hopefully help encourage clubs to engage with their risk assessments and the rules of their sport, and ensure they have appropriate first aid plans and equipment in place.
	4. Key areas it covers include:
		1. Safe best practice and awareness of current regulations
		2. Sports specific practical scenario training
		3. A systematic approach to incident management. Primary Survey
		4. Vital signs
		5. Airway Management - safe airway positions & dealing with gum shields
		6. Return to play decisions following on field assessment using SALTAPS
		7. Recognition of concussion - use of Maddock's questions
		8. Soft tissue injuries, strains and sprains - when to and when not to use ice
		9. CPR Resuscitation procedures - single and multi-person scenarios
		10. Choking
		11. What to put in your first aid kit
		12. How to make an action plan
	5. This course lasts for one day. The course is accepted by the Association of Chartered Physiotherapists in Sports and Exercise Medicine for Bronze level CPD.
5. **General First Aid**
	1. From our periodic reviews of risk assessments we know that some clubs have a requirement for first aid provision which are more general to the training course already considered. More clubs may be identified in future as their activities develop. These are the clubs which are not covered by fieldwork or pitch-side first aid and who nevertheless need some basic first aid training due to elevated risk factors that have been identified in their risk assessments.
	2. A basic workplace first aid course will suffice for these clubs, as whilst there are elevated risk factors in their activities due to equipment used and tasks performed, there are no specific injury risks identified which specialised first aid provision would help counter, and medical attention will always be within a reasonable distance.
	3. This course lasts for one day and leads to an Emergency First Aid at Work qualification.

**Appendix A – Requirements**

1. **Fieldwork/Outdoor Activities First Aid**
	1. Groups undertaking trips and expeditions to remote areas or to developing countries should have two participants in each expedition group attend and pass this course.
	2. Groups engaged in outdoor activities and activities where help is not immediately available should have at least one person in each activity group (walking group, kayaking group etc..) attend and pass this course. Generally this would mean two to three people being qualified being present on each trip.
	3. Groups identified are:
		1. Project Nepal
		2. El Salvador Project
		3. E.quinox
		4. Raincatcher
		5. Engineers Without Borders
		6. Global Brigades
		7. Canoe
		8. Caving
		9. Exploration
		10. Fellwanderers
		11. Mountaineering
		12. Medics Mountaineering
		13. Outdoor
		14. Underwater
		15. Medics SCUBA
		16. Wakeboarding
		17. Windsurfing
		18. Surfing
		19. Sailing
		20. Yacht
		21. Kitesurfing
		22. Cycling
2. **Pitchside First Aid**
	1. ll groups identified in the list below should have the attendance of one first aider who has been on this course at each training session and match. For team sports this means having at least one person in each team trained.
	2. Groups identified are:
		1. American Football
		2. Athletics
		3. Baseball
		4. Boat & Medics Boat
		5. Boxing
		6. Cheerleading
		7. Cricket & Medics Cricket
		8. Cross Country & Athletics
		9. Football – All groups
		10. Rugby – All groups
		11. Hockey – All groups
		12. Gaelic Sports
		13. Ice Hockey
		14. Lacrosse
		15. Netball
		16. Rounders
		17. Triathlon
		18. Ultimate Frisbee
3. **General First Aid**
	1. During the activities of these clubs there should be one first aider present.
	2. Groups identified are:
		1. Motors Clubs x 4
		2. Drama Society
		3. Medics Drama
		4. Cinema
		5. Musical Theatre Society
		6. Skate
		7. ICSEDS
		8. Weights and Fitness
		9. Soup Run
		10. Rail & Transport
		11. Racing
		12. Gliding
		13. Kabaddi
		14. Riding & Polo
		15. Snowsports
		16. Parkour, Freerunning and gymnastics
4. **Other groups**
	1. For these groups no first aid requirements are considered mandatory as the activities currently generally take place at locations with on-site provision. If this were not the case then first aid training for club members would be considered mandatory.
	2. Training is considered advisory such that one first aider being present at club activities.
	3. Groups identified are:
		1. Parachute & Skydiving
		2. Archery
		3. Fencing
		4. Badminton
		5. Medics Badminton
		6. Basketball
		7. Medics Basketball
		8. Dodgeball
		9. Floorball
		10. Golf
		11. Rifle & Pistol
		12. Handball
		13. Squash
		14. Pole dancing
		15. Yoga
		16. All martial arts groups

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