

First Aid Policy

POLICY STATEMENT

Kaeo-Kerikeri Union Parish has a responsibility to take “reasonably practicable” steps in providing effective first aid arrangements.

PURPOSE

To ensure safe, consistent and immediate care is taken when first aid may be required in the workplace.

RESPONSIBILITIES

The Minister or Administrator is responsible for:

- Ensuring appropriate first aid supplies are provided at Cornerstone – Whare Karakia o Manako and at the Wesleydale Memorial Church and Hall.
- Ensuring that first aid supplies are accessible to all who use the facilities
- Appointing a designated first aid representative for Kaeo-Kerikeri Union Parish
- Holding a current and appropriate first aid certificate or other equivalent qualification
- Ensuring a first aid register form and incident and accident register is completed in the event that first aid is rendered

APPENDIX The following flow-chart is available on site. This example is for Cornerstone.

