

Quantock Orienteers First Aid Policy

1. Quantock Orienteers recognises and accepts that Orienteering involves risk of injury. Although competitors take part at their own risk, Quantock Orienteers takes health and safety seriously and therefore intends to provide first aid cover at its events, subject to the limitations that a sports club with limited resources and run by volunteers can reasonably provide.
2. Quantock Orienteers is a member of British Orienteering and has developed this policy to comply with British Orienteering Rules and Guidance as current at the time of writing, the relevant parts of which are quoted in Annex A.
3. Quantock Orienteers owns a first aid kit. The contents of this kit should be reviewed at least annually by a qualified first aider to ensure that the kit is in serviceable condition, that the contents are appropriate and that life expired items are replaced. A record should be kept of these reviews. A typical contents list is in Annex B.
4. While anyone may assist in providing first aid, treatment should preferably be administered by, or under the supervision of, someone who is qualified or has had formal first aid training. A record of any treatment should be kept.
5. In view of the fact that serious injuries are uncommon, that attendances at Quantock Orienteers' are generally fairly small and that all areas used by Quantock Orienteers are around only 30 minutes drive from the nearest hospital, it is not considered appropriate to engage the expense of a professional provider or a voluntary organisation such as St John's or the Red Cross at events.
6. Organisers are to decide the appropriate first aid provision at events. As a guide the following guidelines should be considered:
 - a. Events for Schools and Youth Organisations

The School or Youth Organisation should take responsibility for providing appropriate first aid. The Organiser should agree arrangements with the School or Youth Group in advance.
 - b. QO Events and Activities

The Organiser should make sure a club first aid kit is available and displayed or clearly signed.

The Organiser should nominate a volunteer at registration to act as the first aider. This should preferably be someone who has had some formal training in first aid in the last 3 years. However if no one qualified is available, any volunteer could take the role. The first aider can have other duties, and at large events a rota could be used so there is someone available at registration at all times.
7. Quantock Orienteers' committee should consider first aid at least annually to check that this policy remains appropriate, that appropriate first aid is being provided at club events, that the first aid kit is being maintained and to decide from the records of treatment given whether any action needs to be taken to avoid the risks of accidents.

Revised & updated December 2014

ANNEX A

EXTRACTS FROM BRITISH ORIENTEERING RULES AND GUIDANCE

British Orienteering Rules (dated 2014):

- 14.3 *The Organiser is responsible for ... First Aid.*
- 14.8 *The Organiser must ensure that appropriate First Aid is available.*
- 14.9 *First Aid provision must be appropriate to the particular needs of the event bearing in mind:*
- *the time of year*
 - *the location of the start(s) & finish*
 - *the terrain & area involved*
 - *the format of the competition*
 - *the nature of the competitors taking part.*

Rules Appendix E Event Safety (Version 2.2 dated 2014)

- 4.1.3 *There are several options that can be considered.*
- *Professional First Aid provider*
 - *Voluntary organisations such as St John, St Andrews, Red Cross, Mountain rescue*
 - *Trained First Aiders who are club members/coaches.*
- 4.2.1 *The Organiser must prepare a casualty rescue plan if they anticipate any significant difficulties in recovering a casualty from any parts of the competition area.*
- 4.2.2 *A casualty rescue plan is essential if the format is ultra-long or held at night in forest terrain.*
- 4.2.5 *Organisers should know the location of the nearest accident hospital and other minor injury facilities (are they open at weekends?) and be able to arrange the transfer of any casualty.*

ANNEX B
FIRST AID KIT CHECKLIST

Date checked

	Recommended minimum no	No in kit	Expiry date
Gloves medium size	3 pairs		
Gloves large size	3 pairs		
Face shield	1		
Cleaning wipes	6		
Skin closures (Steri-strip)	1 pack		
Sticking plasters	20		
Large sterile wound dressing (18cm x 18cm)	2		
Medium sterile wound dressing (12cm x 12cm)	2		
Medium sterile first aid dressing (7.5cm x 10cm)	6		
Large crepe bandage (7.5cm wide)	1		
Medium crepe bandage (5cm wide)	1		
Adhesive tape	1 roll		
Triangular bandage	6		
Safety pins	6		
Sterile eye pad dressings	2		
Eye wash bottle	1		
Instant cool pack	1		
Blizzard bag	1		
Foil blanket	1		
Tweezers	1		
Scissors	1		
Accident book	1		
Pencil	1		
Torch	1		
Whistle	1		
Clinical waste bags	1		