

LSHTM First Aid (in London LSHTM buildings) Policy

Document Type	Policy
Document owner	Sarah Joomun OH&S Systems Coordinator
Approved by	Health and Safety Committee
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Amendments	Minor Amendment: Events Attendees : First Aider Ratio has been from updated from 50:1 to 500:1 with a minimum of one First Aider for smaller events.
Related Policies & Procedures	First Aid procedures on safety webpages

1. SCOPE

- 1.1 This policy applies to all employees, students, contractors where work or study is being carried out in the London School of Hygiene and Tropical Medicine (LSHTM) buildings.
- 1.2 This policy includes First aid arrangements for events being hosted in LSHTM buildings or on behalf of LSHTM.
- 1.3 This policy does not include First Aid arrangements for LSHTM activities offsite from the LSHTM buildings.

2. PURPOSE

- 2.1 The Health and Safety (First Aid) Regulations 1999 are relevant to all activities carried out within LSHTM. The regulations set minimum standards for the provision of an appropriate number of First Aid trained staff and suitably stocked First Aid kits, all of which needs to be determined on a risk assessment basis.
- 2.2 This Policy is supported by arrangements, instructions, and guidance on First Aid, these are all available on the Health and Safety <https://lshtm.sharepoint.com/sites/intranet-occupational-health-and-safety/SitePages/First-Aid.aspx>.

3. POLICY

- 3.1 It is LSHTM Policy that;
 - 3.1.1 A 'First Aider' (FA) is defined here as somebody who has completed the three-day 'First Aid at work' training course within the previous 3 years and people who have received additional training for specific risks identified in the First aid arrangements.
 - 3.1.2 Every building occupied has a ratio 1:50 - one First Aider to every 50 staff and students to onsite.

- 3.1.3 Refresher training is provided, covering topics where emergency First Aid is required but may be outside scope of traditional First Aid treatment such as: Laboratory related First Aid response and exposure to hazardous substances.
- 3.1.4 Operational members of the Security team are all trained in First aid and given additional training to equipped with knowledge and skills relevant to their roles.
- 3.1.5 LSHTM Events shall ensure that there is a 500:1 ratio of event attendees to First Aiders including event related workers for larger events and a minimum of one First Aider for smaller event.

4. LINK TO PROCEDURE

First Aid procedures are described on the [web pages](#).