Policy: It is the policy of St. David’s Center to administer first aid promptly to program participants, when needed, to follow established procedures to avoid injuries, burns, poisoning, choking, suffocation, traffic accidents and pedestrian accidents, and to daily inspect St. David’s Center facilities for potential hazards.

Procedure:

A. Procedures for Administering First Aid

1. St. David’s Center Staff/Providers are trained in the provision of First Aid and administer First Aid to program participants, when needed.

2. St. David’s Center maintains a First Aid kit containing at least the following items:
   a. Sterile bandages and band-aids;
   b. Sterile compresses;
   c. Scissors;
   d. Ice bag or cold pack;
   e. Oral or surface thermometer;
   f. Adhesive tape; and
   g. Current first aid manual.

3. The First Aid kit and manual are accessible to Staff/Providers at St. David’s Center and are a First Aid kit and manual are always taken with Staff/Providers when accompanying program participants on outings, such as field trips.
B. Safety Procedures for Avoiding Injuries, Burns, Poisoning, Choking, Suffocation, Traffic Accidents and Pedestrian Accidents
   1. St. David’s Center Staff/Providers follow established procedures for avoiding each of the following:
      a. Injuries;
      b. Burns;
      c. Poisoning;
      d. Choking;
      e. Suffocation;
      f. Traffic Accidents;
      g. Pedestrian Accidents.

C. Procedures for the Daily Inspection of Potential Hazards
   1. St. David’s Center Staff/Providers follow established procedures relating to the daily inspection of St. David’s Center facilities for potential hazards.

Procedures around non-compliance of above noted procedures:
Staff not complying with the above noted procedure may be subject to corrective action.

Reference or Attachment: