

St Ursula's Church, Berne
Risk Assessment - Medical
(for a general area that applies to many activities)

Full Assessment / Review Carried Out:

Small Change Made:

On:	By:	Approved On:
2023-02-02	Cecily Klingler	<i>Still Draft</i>

On:	By:	Description of Change
2023-06-05	Tricia Carrick	Use new template (no content changes)

Assessment to be reviewed:	<i>tbd</i>
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Summary

<p><i>Currently free-format – add lines and columns as necessary (Can identify areas of concern, actions to be taken, or anything else that needs to be highlighted)</i></p>

Notes:

1. This assessment will be (partly) revised whenever a topic is identified.
 In addition, a full review will be undertaken every *tbd* years.

What could cause harm?	Existing precautions in place	Additional precautions required	Responsible
Accident			
Injury, Fall, Electric Shock	First Aid Cabinet First Aid Handbook Emergency Telephone Numbers on Noticeboards JC Children's Emergency Contacts	Assigned First Aiders ? Regular Control First Aid Cabinet Regular Update Emergency Telephone Numbers Regular Update JC Children Contacts	?
Burns			
Burns/Scalds	Refer to First Aid Handbook Emergency Telephone Numbers	Assigned First Aiders ? Regular Control First Aid Cabinet Regular Update Emergency Telephone Numbers Regular Update JC Children Contacts	?
Emergency			
Fainting / Unconscious	Refer to First Aid Handbook Emergency Telephone Numbers	Assigned First Aiders ? Regular Update Emergency Telephone Numbers	?
Heart Attack	List of CPR / AED trained people AED Machine Refer to First Aid Handbook Emergency Telephone Numbers		?
Poisoning			
Food Poisoning	Tox Info Emergency Tel 145 Refer to First Aid Handbook Emergency Telephone Numbers JC Children's Emergency Contacts	Assigned First Aiders ? Regular Update Emergency Telephone Numbers Regular Update JC Children Contacts	?
Bee Stings (Anaphylatic)	As above	As above	?

What could cause harm?	Existing precautions in place	Additional precautions required	Responsible
Shock)			
Choking	As above	As above	?

TO Discuss: As a lot of the items are the same. I wonder whether a different structure could help. Here is a first idea (incomplete) 2023-03-12 / TC

What could cause harm?	Existing precautions in place	Additional precautions required	Responsible
Minor Incident *			
No knowledge of what to do	First Aid Handbook	Check that everyone knows where the handbook is and what it contains? (who is everyone?)	??
		Keep a list of qualified first aiders	??
		Offer first aid training courses	??
Appropriate material unavailable	First Aid Cabinet	Make a list of the contents of the cabinet	MW
		Keep cabinet stocked up – check every 3 months	MW
Serious Incident *			
First Aid needed	See "Minor Incident" above	See "Minor Incident" above	
Don't know where to get help	Emergency Telephone Numbers available	Check and update the numbers regularly – every six months	Church Office
Don't know how to contact child's parents	JC contact list on inside of JC cupboard door	Keep the list up to date – check at least every six months	JC team
		When non-JC children attend an event without parents, ensure contact information is collected	??
Emergency *			
TODO			

* The idea is to split the type of incident according to its severity and then consider what the risks are for each group.

Note this is not about **preventing** incidents (that's part of other risk assessments), but what the risks are in handling them.

Notes:

- A minor incident is something that can be treated by appropriate people on site e.g. scrape or graze, bruise, trivial burn / scald, choking, insect bite without reaction
- A serious incident is one where first aid can be administered on site, but expert help will be needed e.g. broken bone, major burn, poisoning
- An emergency is where immediate professional help is needed e.g. heart attack, very serious burn

You all have a better idea of what would fall into each category than I do!

STILL needs a lot of work – this is just an idea!