

Front Foot Coaching – First Aid Policy

1. Policy Statement

Front Foot Coaching is committed to ensuring the health, safety, and welfare of all children and staff involved in our sessions. We recognise our responsibility to provide effective first aid support in the event of injury or illness and to maintain a clear, structured response to any incidents. This policy outlines our procedures for managing first aid in compliance with legal requirements and best practice standards.

2. First Aid Provision

Front Foot Coaching will ensure:

- Appropriate first aid cover is provided during all sessions.
- First aid equipment is available, well-stocked, and regularly checked.
- All incidents are managed professionally and with minimal disruption to the child.
- Accurate records of all first aid incidents are maintained.

3. First Aid Training and Certification

All Front Foot Coaching staff:

- Hold a valid First Aid certificate.
- Complete refresher training as required to maintain certification.
- Are trained to respond calmly and competently to a range of common injuries and medical incidents.

4. First Aid Equipment

Each session will have:

- A fully stocked first aid kit, checked regularly.
- Cold packs, sterile dressings, antiseptic wipes, gloves, and plasters.
- Emergency contact information for all participants.
- Access to mobile communication for emergency services if needed.

5. Managing First Aid Incidents

In the event of an injury or illness:

- The incident is assessed immediately by a trained staff member.
- First aid is administered in line with training and standard procedures.
- If the injury is significant, parents/carers and the host school (if applicable) are informed immediately.
- Emergency services are contacted without delay if required.
- A written incident report is completed and shared with relevant parties.

6. Recording and Reporting

- All first aid incidents are recorded in a designated Incident accident form.
- The report includes the child's name, nature of injury and action taken.
- Copies of reports can be shared with the school or parent upon request.

- Serious incidents are escalated and reported to the appropriate authorities.

7. Responsibilities

Designated First Aid Lead:

Name: Samuel Wilding

Position: First Aid Coordinator

Email: Sam@frontfootcoaching2.co.uk

Phone: 07825678513

This individual is responsible for:

- Ensuring first aid training is current.
- Overseeing the contents and availability of first aid kits.
- Maintaining accurate incident records.

8. Communication with Schools and Parents

- Schools are notified of all first aid incidents during school-hosted sessions.
- Parents are informed promptly if their child receives first aid.
- A copy of this policy is available to all partner schools and parents upon request or via our website.

9. Policy Review

This policy is reviewed annually to ensure compliance with legislation and best practice.

Policy Last Updated: 1st September 2025

Next Review Date: 1st September 2026

Front Foot Coaching is committed to maintaining a safe environment and providing immediate, competent care to any child in need of first aid.