



FIRST AID POLICY

Purpose:

As part of our commitment to the safety and wellbeing of children and young people, we recognise the importance of, and a responsibility for, ensuring our festival is a safe, supportive and enriching environment which respects and fosters the dignity and self-esteem of children and young people, and enables them to thrive in their participation.

The West Gippsland Dance Festival Inc. committee is committed to protecting participants from abuse or harm in the festival environment, in accordance with their legal obligations including child safe standards. The festival child safety code of conduct is available on the website www.westgippslanddancefestival.org.au and on display at the competition venue.

All children have the right to feel safe and well, and to know that they will be attended to with due care when in need of first aid.

Aims:

- * To administer first aid to participants when in need in a competent and timely manner.
- * To provide supplies for the administering of first aid.
- * To maintain a sufficient number of committee members trained with level 2 first aid and trained in anaphylaxis and asthma management.

Implementation:

- * It shall be made known through the entry information that all competitors participate at their own risk.
- * Submission of an entry for the West Gippsland Dance Festival Inc. implies awareness/acceptance of this condition.
- * It shall be made known that the responsibility for first aid administered to participants lies initially with their parents/carers/teachers.
- * The festival committee shall make available a fully stocked first aid kit for use by supervisors of participants, including the provision of ice packs.
- * The first aid kits will be available backstage should the need arise for band-aids, bandages, scissors etc. Ice packs will be kept in a refrigerator nearby for easy access.
- * Medications and spacers for treatment of asthma are to be the responsibility of the participant.



- * An EpiPen is not available from the committee and again, is the responsibility of the participant.
- * Supervision of first aid administration shall be the responsibility of the participant's carers.
- * All injuries or illnesses that occur during competition will be referred to the committee member stationed at the secretary's table or stage manager.
- * A confidential up-to-date register will be kept of all injuries or illnesses experienced by participants requiring first aid administration by a member of the committee.
- * Minor injuries only will be attended to by carers or committee members. In the case of more serious injuries, the committee will encourage carers to request an ambulance attends.
- * Any children with injuries involving blood must always have the wound covered.
- * No medication, including headache tablets, is to be administered to participants by the committee. Parents and carers must be made aware of any injuries to a participant's head, face, neck or back.
- * Committee members have the authority to call an ambulance immediately in an emergency. If the situation and time permit, a committee member may confer with others before deciding on the appropriate course of action.
- * A committee member is to be responsible for the purchase and maintenance of first aid supplies, first aid kits, ice packs and general upkeep of these items.
- * General organisation matters relating to first aid will be communicated to committee members and volunteers at the beginning of the event each year.
- * It is recommended that all participants have personal accident insurance and ambulance cover.

Policy evaluation and review:

To ensure ongoing relevance and continuous improvement, this policy will be reviewed in the context of a self-evaluation undertaken as part of the festival plenary each year.