



## First Aid Policy

### Policy Statement

Johnston Vulcanising and Services Ltd. is committed to ensuring the health and safety of all employees, contractors, and visitors by providing adequate first aid equipment and trained personnel. This policy complies with the UK Health and Safety (First-Aid) Regulations 1981.

### Scope

This policy applies to all employees and contractors of Johnston Vulcanising and Services Ltd., including those involved in quarrying, vulcanising activities, construction projects, sites, and offices in the UK.

### Responsibilities

- **Senior Management:** Ensure overall compliance with first aid regulations, provide necessary resources for first aid provision, and promote a culture of safety.
- **Health and Safety Officer:** Oversee the implementation and monitoring of first aid procedures, conduct risk assessments, and provide training and guidance.
- **Managers and Supervisors:** Ensure staff follow first aid procedures, conduct regular inspections, and report any concerns or incidents.
- **All Employees and Contractors:** Comply with first aid procedures, report any issues, and participate in relevant training and awareness programs.

### Procedures

1. **Risk Assessment**
  - Conduct regular risk assessments to determine the first aid needs for each site, considering the nature of the work, potential hazards, and number of employees.
  - Ensure that the findings of the risk assessment are documented and reviewed regularly.
2. **First Aid Personnel**
  - Appoint an adequate number of trained first aiders based on the risk assessment findings.
  - Ensure first aiders are certified by an accredited training provider and receive regular refresher training to maintain their certification.
  - Display the names and contact details of first aiders prominently at each site.
3. **First Aid Equipment**
  - Provide appropriate first aid kits at all sites, ensuring they are easily accessible and clearly marked.
  - Ensure first aid kits contain the necessary supplies based on the risk assessment and are compliant with legal requirements.



- Regularly inspect and replenish first aid kits to ensure they are fully stocked and supplies are within their expiration dates.
- 4. First Aid Facilities**
  - Provide suitable first aid facilities, such as a dedicated first aid room or area, where necessary based on the risk assessment.
  - Ensure the first aid room or area is clean, well-lit, and equipped with necessary supplies and equipment.
- 5. First Aid Procedures**
  - Establish clear procedures for providing first aid, including assessing the situation, administering appropriate treatment, and contacting emergency services if necessary.
  - Ensure that all employees are aware of the first aid procedures and know how to contact a first aider.
- 6. Incident Reporting and Recording**
  - Report all incidents requiring first aid treatment to supervisors immediately.
  - Maintain accurate records of all first aid treatments provided, including the date, time, location, nature of the injury or illness, and treatment given.
  - Review incident records regularly to identify trends and implement measures to prevent recurrence.
- 7. Training and Awareness**
  - Provide training for all employees on basic first aid awareness, including how to respond to common workplace injuries and illnesses.
  - Include first aid awareness training as part of the induction process for new employees.
  - Conduct regular refresher training and update employees on any changes to first aid procedures or regulations.
- 8. Emergency Procedures**
  - Develop and communicate emergency procedures for serious injuries or illnesses, including contacting emergency services and providing necessary information.
  - Ensure all employees are familiar with the emergency procedures and know how to respond in an emergency.
- 9. Monitoring and Review**
  - Monitor compliance with first aid procedures through regular inspections and audits.
  - Review and update the first aid policy and procedures as necessary to reflect changes in legislation, industry standards, and company operations.
  - Incorporate feedback from employees, first aiders, and incident reports into policy updates.

## **Commitment**

Johnston Vulcanising and Services Ltd. is dedicated to ensuring the health and safety of our employees, contractors, and visitors by providing adequate first aid provision. We expect all personnel to adhere to this policy and report any concerns promptly.

## **Contact**

Johnston Vulcanising and Services Ltd.  
Leicestershire, United Kingdom  
Company Number 15508490



For any questions or concerns about this policy, please contact Aaron Johnston by email at [Aaron@jvsuk.co.uk](mailto:Aaron@jvsuk.co.uk) or call 07495 376466.

Signed: A Johnston  
Date: 21/05/2025

A handwritten signature in black ink, appearing to be 'A Johnston', written in a cursive style.