**You are required by law to assess significant risks in your workplace and consider the risks of injury and ill health identified in this risk assessment.**

**Appendix 1**

Risk assessment for first aid needs

The following guidance is designed to help managers assess their need for first aiders.

|  |  |  |  |
| --- | --- | --- | --- |
| **Aspects to consider** | **Y** | **N** | **Impact on first aid provision** |
| 1. Are there any specific risks of injury and/or ill health arising from the work as identified in your risk assessments?
 |  |  | If the risks are significant you may need to identify first aiders. |
| 1. Are there any specific risks from work

 with such things as:* hazardous substances?
* dangerous tools?
* dangerous machinery?
* dangerous loads or animals?
 |  |  | You will need to consider:* specific training for first aiders
* extra first aid equipment
* precise siting of first aid equipment
* informing the emergency services
* a first aid room.
 |
| 1. Are there parts of your establishment

 where different levels of risk can be  identified (e.g. a food technology room in schools)? |  |  | You will probably need to make different levels of provision in different parts of the establishment. |
| 1. Are large numbers of people employed on site?
 |  |  | You may need to employ first aiders to deal with the higher probability of an accident. |
| 1. Are there inexperienced workers on site, or employees with disabilities or special health problems?
 |  |  | You will need to consider:* special equipment
* local siting of equipment.
 |
| 1. Are the premises spread out, e.g., are

 there several building on the site or multi-floored buildings? |  |  | You will need to consider provision in each building or on several floors. |
| 1. Is there shift work or out-of-hours

working in your premises? |  |  | Remember that there needs to be first aid provision whenever people are at work. |
| 1. Is your workplace remote from emergency medical services?
 |  |  | You will need to:1. inform local medical services of your location
2. consider making special arrangements with the emergency services.
 |
| 1. Do you have employees who travel a lot or work alone?
 |  |  | You will need to consider:* issuing personal first aid kits and training staff to use them
* issuing personal communicators to employees, such as mobile phones.
 |
| 1. Do any of your employees work at sites occupied by other employers?
 |  |  | You will need to make arrangements with the other site occupiers. |
| 1. Do you have any work experience or trainees?
 |  |  | Remember that your first aid provision must cover them. |
| 1. Do members of the public visit your

 premises? |  |  | You have no legal responsibilities for non-employees, but the HSE strongly recommends you include them in your first aid provision. |
| 1. Do you have employees with reading or language difficulties?
 |  |  | You will need to make special arrangements to give them first aid information. |
| 1. What is your record of accidents and

 cases of ill health? What sort were they and where did they happen? |  |  | You may need to:* locate your provision in certain areas
* review the contents of the first aid box.
 |