



## Phoenix Gymnastics Academy

### **First Aid Policy**

All our club coaches (Level 2 or above) hold a current, valid, first aid certificate and are trained to respond to incidents. At least one of these members of staff is always on site whilst lessons are in progress. The first aid box is in the gymnasium, the second first aid box is in the waiting area, behind the kitchen counter. Should an incident occur where someone requires first aid, this will be dealt with appropriately and an incident form will be completed, signed and filed. Our incident/ accident report forms are kept in the office in a secure filing cabinet. If it is a serious accident that requires medical treatment British Gymnastics and/or RIDDOR will be informed.