



ELEVATED UP CIC

First Aid Policy

Policy	First Aid Policy
Organisation	Elevated Up CIC, Unit 2 Winster Grove, Birmingham, West Midlands, B44 9EG (Company No. 16143711)
Version	1.0
Approved by	Board of Directors
Date approved	June 2026
Date of next review	June 2027
Policy owner	Designated Safeguarding Lead

1. Purpose

Elevated Up CIC makes sure that anyone who becomes ill or is injured during our activities receives prompt and appropriate first aid.

2. First aid provision

- At least one trained first aider is present at every session.
- A stocked first aid kit is available and checked regularly, with supplies replaced as needed.
- First aiders hold a current, recognised qualification appropriate to the activity and participants.

3. Medical information and medication

We collect relevant medical, allergy and emergency-contact information at registration and keep it securely and to hand. We administer medication only with written consent and clear instructions, and record when it is given.

4. Dealing with an incident

1. Make the area safe and reassure the person.
2. The first aider gives appropriate care.
3. For anything serious, call 999 and contact the parent, carer or emergency contact.
4. Record the incident in the accident book and inform a Director.

5. Allergies and serious reactions

Where a participant has a known severe allergy, we plan for it in advance, brief staff, and make sure any prescribed emergency medication is available and that staff know how to respond.



6. Review

This policy is reviewed every year.

Approval

Approved on behalf of the Board of Directors:

A handwritten signature in black ink, appearing to read 'Emma Hobbis', is written over a horizontal line.

Emma Hobbis

Director, Elevated Up CIC

Date approved: June 2026