

## Ayrshire Gymnastics Trust First Aid Policy

- The safety of all participants, coaches, helpers and volunteers is paramount
- Coaches will go through first aid training which will be renewed every 3 years
- A qualified first aider will be present at training sessions and events
- First aid kits will be easily accessible in the hall and coaches' room and will be checked every 6 months
- Parents/carers will complete medical questions on the classforkids online system before attending a session. Coaches will have access to this information.
- A coach will be present at the door welcoming participants into their session where adults can pass on any new, short term medical information (e.g. illness), medication or injuries. The coach will pass the information to the relevant adult in the session.
- Coaches/helpers will record any accidents/injuries that occur during a session. A copy of the information will be passed to the participant's adult at the end during dispersal. If the adult is not present (i.e. the gymnast is going home with another family), then the coach will send a message using the contact details on the classforkids system to inform them of the incident.
- The head coach will be informed of any incident if they are not present during a session
- If the injury or medical treatment required is beyond the scope of first aid then the emergency services will be called
- In the case of a more serious injury, coaches will keep in contact with the adult of the injured gymnast for updates on progress and any information to assist with a return to training
- First aid files will be kept for 3 years or until the gymnast is 21

- July 2025