



Health and Safety

for congregations *First aid kit contents*

A basic first aid kit should contain at least the following:	Quantity:	Yes/ No
Emergency services telephone number(s) and address(es)		
Notebook and pen	1	
Resuscitation face mask or face shield	1	
Disposable nitrile examination gloves (nitrile is a latex-free rubber suitable for people with latex allergies)	5 pairs	
Gauze pieces 7.5 x 7.5 cm, sterile 3 per pack	5 packs	
Saline, 15 ml	8	
Wound cleaning wipe, single 1% Cetrimide BP	10	
Band-aids - plastic or fabric, packet of 50	1	
Splinter probes, single-use, disposable	10	
Tweezers/forceps	1	
Antiseptic liquid/spray 50 ml	1	
Non-adherent wound dressing/pad 5 x 5 cm (small)	6	
Non-adherent wound dressing/pad 7.5 x 10 cm (medium)	3	
Non-adherent wound dressing/pad 10 x 10 cm (large)	1	
Conforming cotton bandage, 5 cm width	3	
Conforming cotton bandage, 7.5 cm width	3	
Crepe bandage, 10 cm, for serious bleeding and pressure application	1	
Scissors	1	
Non-stretch, hypoallergenic adhesive tape—2.5 cm wide roll	1	
Safety pins, packet of 6	1	
BPC wound dressings No. 14, medium	1	
BPC wound dressings No. 15, large	1	
Dressing—Combine Pad 9 x 20 cm	1	
Plastic bags—clip seal	10	
Triangular bandage, calico or cotton minimum width 90 cm	2	
Emergency rescue blanket for shock or hypothermia	1	
Eye pad, single-use	4	
Access to 20 minutes of clean running water, or hydrogel 3.5 gm sachets	5 packets	
Instant ice pack for treatment of soft tissue injuries and some stings	1	



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If there is are at risk of burns (for example a commercial kitchen) the following should also be included:	Quantity	Yes/ No
Burn treatment instructions on two waterproof instruction cards: one for the first aid kit and the other to be located on the wall next to the water supply		
Hydrogel, 8 x 3.5 gram sachets		
Hydrogel dressings		
7.5 cm cotton conforming bandage		
If work is performed outside and there is a risk of insect bites or snake bites (such as a youth camp or gardening ministry), the first aid kit should also contain:	Quantity	Yes/No
A heavy duty 10 cm crepe bandage for snake bites		
Sting relief cream, gel or spray		
Where people work in remote location away from emergency services, the first aid kist should also contain:	Quantity	Yes/No
A heavy duty 10 cm crepe bandage for snake bites		
Large clean sheeting, for covering burns		
Thermal blanket, for treating shock		
Whistle, for attracting attention		
Torch/flashlight		

Additional first aid requirements

Some staff, others that perform work or members of the congregation may also have additions medical needs that you may wish to consider when the contents of the first aid kit is determined. The first aid officer or the person nominated to monitor the first aid inventory should check with employees, contractors and volunteers if they have any medical conditions that should be considered when they are inducted and when first aid inventory is reviewed (at least annually). Medications for adults, should not be kept within first aid kits and the dispensing of medications does not generally considered part of first aid.

When children are in our care

When children are involved it is important to understand if there are any specific first aid requirements for children in our care. We must store any medications (such as epinephrine and asthma spacer) in accordance with the manufacturers instructions. These should be administered in accordance with the following guidelines: Management of medical conditions for children in our care and Administration of medications for children in our care.