



Workplace First Aid: Your Essential Guide

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Why First Aid Matters

Legal Duty

Employers must ensure employee safety at work.

Risk Management

Protect employees, contractors, and visitors on premises.

Common Sense

Essential aspect of workplace safety culture.



Legislative Framework

01

Health and Safety at Work Act 2015

Take reasonably practicable steps for employee safety.

02

General Risk Regulations 2016

Provide adequate equipment, facilities, and trained personnel.

03

WorkSafe Guidance

Follow 'First Aid at Work' recommendations.



Your Legal Obligations

Equipment

Adequate first aid equipment accessible to all workers.

Facilities

Appropriate spaces for administering first aid treatment.

Training

Sufficient trained first aiders available at workplace.

Emergency Plan

Prepare, maintain, and implement comprehensive emergency procedures.

Risk Assessment Checklist



Workforce Analysis

Number of employees, shifts, and scattered locations.



Work Nature

Type of work, degree of risk, hazards present.



Location Factors

Workplace size, distance to external medical services.



Other People

Contractors, volunteers, trainees, and visitors considered.



Best Practice Implementation

1

Assess Your Needs

Evaluate risks specific to your organisation.

2

Integrate Policy

Include provisions in health and safety policy.

3


Regular Review

Update and re-evaluate with employee input.

Need Expert Guidance?

HR Unlocked can assist with evaluating your workplace needs and ensuring compliance.

Contact HR Unlocked

 **Remember:** This guide provides general information. Always seek professional advice for your specific circumstances.

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