



# Guidelines for Dealing with an incident / accident

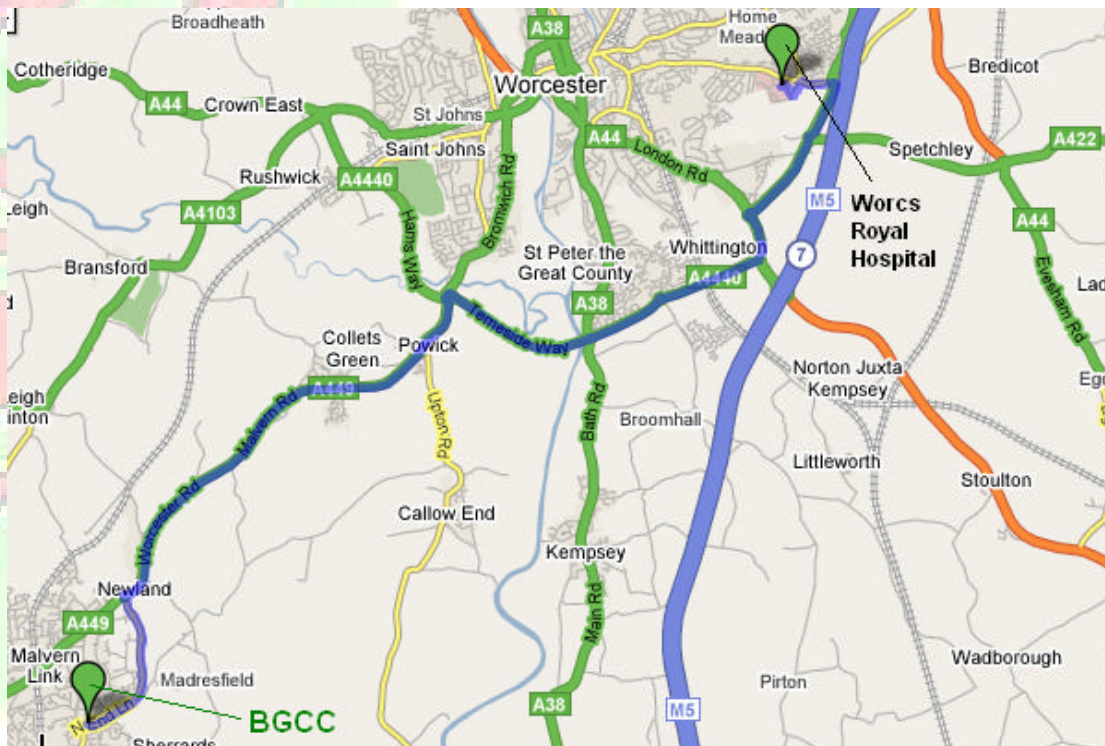


- Stay calm but act swiftly and observe the situation. Is there danger of further injuries?
- Listen to what the injured person is saying.
- Alert the first aider who should take appropriate action for minor injuries.
- In the event of an injury requiring specialist treatment, call the emergency services.
- Deal with the rest of the group and ensure that they are adequately supervised.
- Do not move someone with major injuries. Wait for the emergency medics.
- Contact the injured person's parent/carer.
- Complete an incident/accident report form (behind the bar)

Emergency Services (fire, police, ambulance) – **dial 999**

Nearest A&E Department – Worcester Royal Infirmary

NHS Direct (injury advice, non emergencies) – **dial 0845 4647**



If you would like to attend a first aid course please contact:

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