



Procedure HS - #4

Title: **FIRST AID STATION**

Adopted: September 1, 2010  
Revised: November 2019, March 2023

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## **PURPOSE**

The purpose of this procedure is to outline the steps to be taken if assistance from the First Aid Station is required

## **PROCEDURES**

1. There is now a First Aid Station set up in the main office. This station is for staff use only.
2. Supplies are not to be given to the children.
3. If assistance is required for an injury and/or supplies from the First Aid Station, please see one of the two currently certified First Aiders. Under the Health and Safety Act, they need to assess the injury, record what assistance they gave, and have you complete an Injury/ Accident Form. (See Procedure HS - #3).