



7. What are the procedures you should follow to contact the emergency services?

8. Why is it important to protect the casualty and others involved from further harm?

9. What are the procedures you should follow to protect the casualty and others?

10. Why is it important to provide comfort and reassurance and how would you do so?

11. What are your responsibilities for reporting accidents and what are the procedures you should follow?

**Following emergency procedures:**

12. What are the emergency procedures in your place of work for fires, security incidents and missing persons?

13. What instructions must you give to the people involved?

14. What is your organisation's reporting procedures for emergencies?

15. List 3 types of problems that may occur when you are carrying out emergency procedures?

16. Why should you report these problems and who would you report them to?

### **Additional Questioning:**

A) Why does the venue provide trained and qualified first aid staff?

B) Explain why accidents have to be dealt with promptly and correctly?

C) List 5 types of emergencies that you could encounter?

**1**

**2**

**3**

**4**

**5**

D) In what order of priority would you deal with the following and why?

- Breaks
- Burns
- Bleeding
- Breathing

E) When arriving at an emergency/incident what is the first thing a steward should do?

F) When professional help arrives what should you do?

G) What should you do after the incident is over?

**Scenario Exercise:**

**A)** A spectator suddenly collapses clutching their chest.

There are three stewards at hand. Two regulars, who have been with the Club for over a year, and one trainee. One regular (A) has completed and passed his emergency aid course, the other steward (B) has a Health & Safety first aid certificate for his day time job.

Who should do what?

**Regular A:**

**Regular B:**

**Trainee:**

(Referencing: pg 95 – c35.1- 3,5,6. Pg 96 – A1, B1, C4. Pg 97 – C35.2 – 1,4. A1. Pg 99 - K1,K2,K4,K5,K11)

**B)** It is just before full time and a man decides to leave early to beat the traffic. He heads for the exit, but when nearly there he stumbles and falls and rolls down the steps to the bottom.

What Would You Do?

FIRST STEWARD ON THE SCENE

1. ....
2. ....

OTHER TEAM MEMBERS:

1. ....
2. ....
3. ....

(Referencing: Pg 95 : C35.1 – 1,2,3,4,5,6. Pg 96; A1, B1, B2, C1. Pg 99: K1,K2,K3,K4,K5,K6, K7,K8,K9,K10,K11)

**C)** You are on a roving patrol with a fellow steward on night shift at a festival in one of the camping areas. There is a large lively group of people around a large fire which appears to be very near some of the tents.

What actions would you take?

(Referencing: Pg 97: C35.1 – 1,2,3,4,5, A1. Pg 99 – K2,K12,K13,K14,K15)

**D)** You are alone on fire watch in a campsite at a festival when you notice a man has being lying motionless outside a tent for some time. You approach and from 50m can see through the open tent door another man and woman lying inside, also not moving. There is loud music coming from the tent and you can also see a pan on a camp stove, but are too far away to see a flame or steam. What actions do you take and in what order? What difference would it make if you are either a) first aid trained or b) with a colleague?"

**CANDIDATE NAME:** \_\_\_\_\_

**Candidate Statement:**

I confirm that the work within this exercise is authentic and a true representation of my own work:

Candidate (signature).....

**Assessor Statement:**

I confirm that this candidate has completed this workbook sufficiently and that the evidence contained that I have assessed is valid, authentic, reliable, current & sufficient:

Assessor (signature).....

Date of Sign off .....

**Internal Verification Declaration:**

I confirm that I have sampled the candidates work contained in this workbook:

Internal Verifier (signature)..... Date:.....