

First Aid Guide

Burns

Cold water for as long as possible.

Broken Bones

Support and keep still.

Chest Pains

Make them comfortable; if it does not stop seek emergency help.

Sprains/Strains

RICE: Rest, Ice, Compression, Elevation.

Bleeding

Apply direct pressure and elevate.

CPR

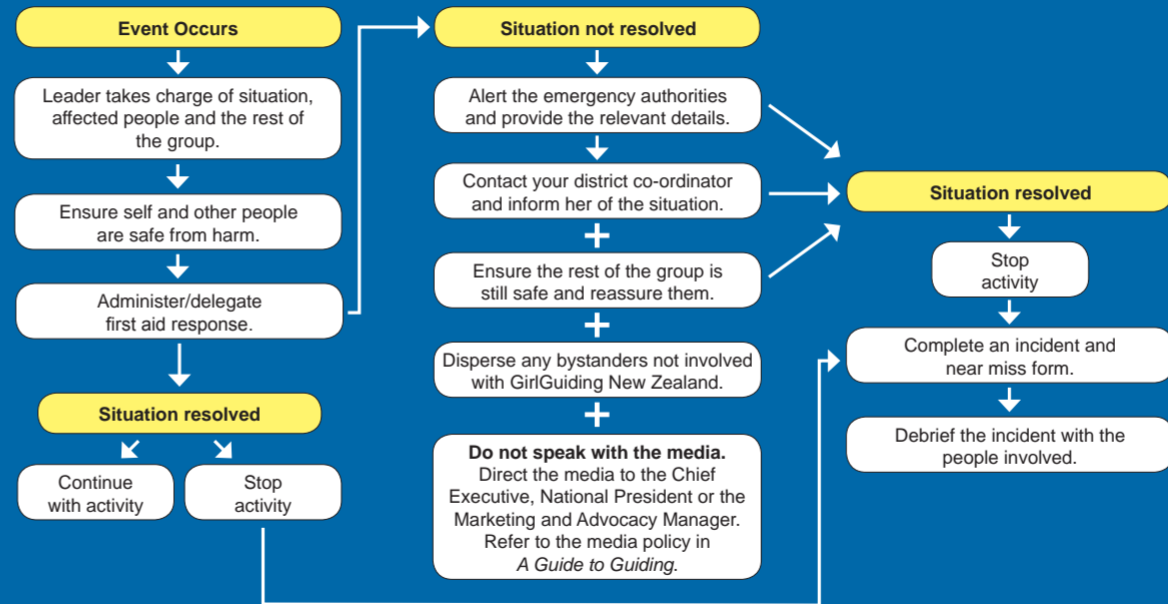
- 1. Dangers** - Ensure you and others are safe.
- 2. Response** - Check for a response "Hello, can you hear me?"
- 3. Send for help** - Contact emergency services or send someone for help.
- 4. Airway** - Is it clear? Tilt the head back and lift the chin
- 5. Breathing** - Look and listen, is it normal?
- 6. Start CPR** - If breathing is not normal:
Place your hands in the centre of the chest between the nipples.
Push down hard 30 times, follow with two breaths
Repeat until help arrives.

Emergency procedures

An emergency is a serious situation or occurrence,

- injury
- health
- missing person
- damage

that happens unexpectedly and demands immediate action and/or outside assistance.



In the field - six key points

1. Monitor the group. Are they ok?
Do they need any assistance?
2. Stay within the groups limits.
Challenge them sensibly.
3. Keep an eye on the weather.
Is it changing? Do you need to
consider alternative options?
4. Communicate plan changes.
Tell someone if your plan changes.
5. If things go wrong. Stay calm,
make the group safe and follow
the emergency procedures.
6. Stop the activity if you feel
you need to.



The Essential 'In the Field' Policies

Camping, Outdoor Recreation or Adventure activities

Leadership

- Ensure that the group is appropriately supervised at all times.
- Carry a copy of the group's medical information and emergency contacts.
- Ensure a briefing takes place that informs the participants and other leaders about hazards, safety information, specific activity details, clothing and equipment, weather, goals/ outcomes, minimising environmental impacts, medical information and any other relevant details

Process / Systems

- Perform a site hazard check.
- Be aware that hazards can change.

Communication

- Brief the group on where to find your communication device/s and how to use it/them.

Environment

- Obtain current and appropriate weather/environment information.
- Have alternative plans in place.
- Follow all access requirements, area closures or warning signs.
- Minimise environmental impact.
- Treat every river or lake as being didymo infected so all gear, equipment and wet clothing (including footwear) needs to be thoroughly dried, washed or treated before using again.

Equipment

- Check the gear you are using as you use it. Is it safe?
- Ensure an appropriately stocked first aid kit is on hand and everyone knows where to find it.
- Ensure the appropriate clothing and footwear is worn or is on hand.

Outdoor Cooking Policies

Process / Systems

- Establish a safe area and cooking area; ensure no one is sitting in the cooking area or in a position where they could be harmed if the pot/cooker is knocked over.
- Ensure refuelling is done under the supervision of an adult and at least 5m away from other cookers, outside, when the canister/fuel container has cooled down and

when you are sure the flame has been extinguished.

- Store fuel safely, ensuring that all cookers are turned off and cold.
- Ensure camp fires are completely out before leaving them.
- Ensure that cookers are not placed in the middle of a circle and sat around or used as a central meeting place.
- Cooking areas are not thoroughfares.

Environment

- Ensure the area is well ventilated and never cook in a tent or near flammable material.
- If cooking in a hut, cook only on the benches provided, not on the tables.



GirlGuiding
New Zealand
Ngā Kōhine Whakamāori
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GirlGuiding New Zealand
National Office
PO Box 13 143, Christchurch 8141
Phone: 0800 22 22 92
Web www.girlguidingnz.org.nz
Email info@girlguidingnz.org.nz

National Outdoors Programme Co-ordinator
M: 027 445 0094
E: nationaloutdoors@girlguidingnz.org.nz