

# First Aid Risk Assessment

Thurrock Engineering Supplies Ltd

<b>Company</b>	Thurrock Engineering Supplies Ltd	<b>Assessment ref</b>	RA-FA-2026-01
<b>Site / area</b>	First-aid provision, Unit 1 Motherwell Way, Grays RM20 3XD	<b>Assessor</b>	Tom Hall
<b>Standard</b>	ISO 45001 · MHSWR 1999 reg.3 · HSWA 1974	<b>Responsible person</b>	Tom Hall
<b>Assessment date</b>	30 June 2026	<b>Review date</b>	30 June 2027 (annual)

This first-aid needs assessment determines whether first-aid provision at Unit 1 Motherwell Way is adequate for the hazards present and the people on site. People covered: approx. 4–8 office staff, 1–3 warehouse staff, plus visitors, delivery drivers and contractors. **Current provision:** one trained first aider (Tom Hall, EFAW valid to 31/07/2028) with an appointed person covering absence; stocked first-aid kits in the office, warehouse (downstairs and mezzanine), print room and kitchen, plus a burns kit in the print room; no AED (defibrillator) currently on site; no accidents recorded in the last three years.

## Hazard register

#	Hazard	Who is harmed & how	Current controls	L	S	Risk	Recommended further action	Owner / target
1	<b>Injury from higher-risk tasks</b>	Warehouse staff – injury from forklift, manual handling, working at height or LPG handling needing first aid	Trained first aider (EFAW); first-aid kits in warehouse (downstairs & mezzanine); burns kit in print room.	2	4	<b>Moderate</b> 2x4=8	Maintain first-aid cover; given warehouse hazards, train a second first aider.	Tom Hall / ongoing
2	<b>Lower-hazard / office injury or illness</b>	Office staff & visitors – minor cuts, slips, faints	First aider; kits in office, kitchen and print room.	2	2	<b>Low</b> 2x2=4	Keep kits stocked; maintain trained cover.	Tom Hall / ongoing
3	<b>Sole first aider – cover during absence</b>	All persons – no trained first aider on site during holiday / sickness (appointed person only)	Appointed person manages arrangements and calls emergency services.	3	4	<b>High</b> 3x4=12	Train at least one additional first aider to ensure continuous cover.	Tom Hall / ongoing
4	<b>Lone / out-of-hours working</b>	Staff – delayed first aid if injured while working alone	Mobile phones; appointed person; first aider in normal hours.	2	4	<b>Moderate</b> 2x4=8	Introduce a lone-working check-in procedure and a means to raise the alarm.	Tom Hall / ongoing
5	<b>Sudden serious illness (cardiac, severe allergy)</b>	All persons – time-critical emergency; no AED on site	Trained first aider; 999 access; reasonable ambulance access.	2	5	<b>Moderate</b> 2x5=10	Consider providing an AED (defibrillator); ensure staff know its location.	Tom Hall / ongoing
6	<b>Burns / scalds</b>	Staff – burns from LPG, hot surfaces or kitchen	Burns kit in print room; trained first aider.	2	3	<b>Moderate</b> 2x3=6	Keep the burns kit stocked; ensure the first aider is trained in burns treatment.	Tom Hall / ongoing
7	<b>First-aid kit stock &amp; suitability</b>	All persons – kit understocked or out of date when needed	Kits in five locations across site, plus a burns kit.	2	2	<b>Low</b> 2x2=4	Introduce monthly kit checks & a restocking log; nominate a kit custodian.	Tom Hall / ongoing
8	<b>Coverage across multiple areas / levels</b>	Staff – first aid not quickly reachable in all areas (office, warehouse, mezzanine)	Kits distributed across all areas including the mezzanine.	2	3	<b>Moderate</b> 2x3=6	Display signage showing kit locations and the first aider; keep routes clear.	Tom Hall / ongoing
9	<b>Emergency services access</b>	All persons – delayed ambulance access to site	Clear site address; accessible location near main routes.	1	4	<b>Low</b> 1x4=4	Keep access/yard clear for ambulances; display the full site address at the entrance.	Tom Hall / ongoing

#	Hazard	Who is harmed & how	Current controls	L	S	Risk	Recommended further action	Owner / target
10	<b>Non-employees (visitors, drivers, contractors)</b>	Visitors & drivers – may require first aid while on site	First aider and kits cover all persons on site.	2	3	<b>Moderate</b> 2x3=6	Maintain provision for non-employees; brief visitors on reporting injuries.	Tom Hall / ongoing
11	<b>Accident recording &amp; RIDDOR reporting</b>	All persons – injuries not recorded or reported	Accident reporting in place; none recorded in last three years.	2	2	<b>Low</b> 2x2=4	Maintain an accident book; document the RIDDOR reporting process.	Tom Hall / ongoing

### Risk rating matrix (Likelihood x Severity)

Severity ↓ / Likelihood →	1 Rare	2 Unlikely	3 Possible	4 Likely	5 Almost certain
5 Catastrophic	5	10	15	20	25
4 Major	4	8	12	16	20
3 Moderate	3	6	9	12	15
2 Minor	2	4	6	8	10
1 Insignificant	1	2	3	4	5

Score 1–4	Score 5–10	Score 11–18	Score 19–25
LOW	MODERATE	HIGH	CRITICAL

### Sign-off

Assessed by: Tom Hall	Signature: _____	Date: 30 June 2026
-----------------------	------------------	--------------------