



FIRST-AID PLAN

Event Title:	Goomfest
Event Site:	363 Saint Marys Road, Wangoom VIC
Event Manager:	[REDACTED]
Dates:	5/4/25 – 6/4/25, 3/4/27 – 4/4/27, 7/4/29 – 8/4/29

Version Control Table

Version Number	Author	Date
5.1	[REDACTED] (Managing Director)	26.7.22
5.2	[REDACTED] (Managing Director)	25.11.22
5.3	[REDACTED] (Managing Director)	27.7.24
5.4	[REDACTED] (Managing Director)	12.2.25

FIRST-AID

Private Contractor will provide first aid staff and equipment for Goomfest Events. There will be a first-aid tent and van on site throughout the event, the location is shown on the '2025 - 2029 GF - Site Plan' document. All Staff and patrons will be informed and will have clear access to the first aid tent at all times. The first aid tent will be staffed by two qualified first aid staff and stocked with Water, sunscreen and first-aid supplied.

In the event of a **Medical Emergency** the following steps should be undertaken:

FIRST STAFF AWARE

1. Quickly assess the situation
2. Notify First Aid or if trained and qualified to do so administer First Aid
 - o contact Ambulance - **PHONE 000** if deemed necessary
3. Notify Emergency Officer
4. Render assistance to patient if able until the First-Aid provider arrive then assist them if required
5. First Aid provider to call ambulance if necessary PHONE 000

EMERGENCY OFFICER

1. Determine situation
2. Ensure alarm has been raised to First-Aid
3. Keep uninvolved patrons and employees away
4. Start planning Ambulance Route if applicable
5. Advise Event Manager if an Ambulance has been called
6. Arrange staff to meet and guide Ambulance to patient, arrange for security officer to remain with Ambulance and to escort Ambulance officers

SPECIAL CONSIDERATIONS

Employees involved in treating the injured should ensure they make use of personal protective equipment such as rubber gloves, facemasks etc and should only treat if trained to do so.

CONTROL ORGANISATION Ambulance Victoria (000)

First Aid Officer – First Aid Provided by West Vic Pro Medics. Staff to be confirmed closer to the event.

Emergency Officer – XXXXXXXXXX