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Primary Responsibilities:

- * Ensure the Photo Soc Safety Statement is up to date and implemented.
- * Complete Risk Assessment Forms for any Photo Soc activity, in particular Society trips.
- * Ensure society maintains highest standards of safety during training
- * Continuous supervision, risk management, and accident prevention
- * Nurturing of best and always safe practice
- * Provision of first aid safety/medical advice
- * Provision and maintenance of first aid equipment
- * Provision of First Aid/Safety training for selected members over the course of a Term

When using the Darkroom:

- A member with proven experience must be present whenever using chemicals in the dark room
 - Gloves have to be used.
 - There's not known risk attached to gases related for the chemicals we use.
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Secondary Responsibilities:

- * Signing up new members to the Society Membership Book
- * Help out with Week 1 C&S Recruitment Drive & any subsequent events throughout the academic year for the society.
- * Attend the Clubs & Socs Council meetings as directed by the society chairperson.
- * Ideally all committee members should attend an equal number of meetings, to help spread the work load in this regard.

Activities:

- Maintaining the First Aid Kit:

- * It is the responsibility of the H&S officer to ensure the first aid kit is always available for training sessions.
 - * The kit should be maintained at least once every term
 - * Bandages, Gatzes, etc stocks should be replaced as needed
 - * Items past their expiry date should be replaced
 - * Any additional items identified as being needed should be brought before the committee and, if ratified, should be bought. Liaise with the treasurer to facilitate the easiest way to purchases said additions/items/etc.
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Notes:

. Minimum Contents for the Health/Safety

Kit:

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- * Cold packs
- * Variety of bandages (different widths/weights)
- * Gauze pads and dressings
- * Different cleaning ointments
- * Wipes and pads
- * Tape
- * Blister cream, plasters
- * Tweezers, scissors
- * Splints
- * Rehydration Sachets
- * Gloves

Current First Aid

Kit Contents:

- - 3 x Conforming bandage 5cm x 4.5m
 - 4 x Conforming bandage 7.5cm x 4.5m
 - 2 x Steropax eye pad
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 - sterile
 - 2 x Ice pack
 - 2 x Non-woven triangular bandage
 - 10 x Alcohol free cleansing wipes
 - 30 x Washproof sterile plasters (hypo allergenic adhesive)
 - 4 x Medium gloves
 - 12 x safety pins
 - 1 x Roll of microporous tape
 - 2 x Low adherent dressing -sterile
 - 4 x Steropore 5cm x 7.5cm
 - 1 x Pair of scissors
 - 1 x Tweezers
 - 1 x Foil first aid blanket 140cm x 204cm
 - 1 x Savlon Antiseptic Cream
 - 1 x Pack of Panadol Pain Killer Tablets
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