



**Ettington Community First Responder Scheme
Bye-Laws
11th August 2010**



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01 DOCUMENT PURPOSE

These bye-laws support the Constitution of the Ettington Community First Responder Scheme, hereafter called “The Scheme”.

02 MEMBERSHIP

1. Membership is open to applicants aged 16 years and above.
2. Applicants may be asked to provide contact details for one or more suitable referees and may be required to undergo such checks as deemed to be relevant by the Executive Committee.
3. There is no discrimination on grounds of age, gender, colour, disability, beliefs and otherwise. However, suitability for active service in certain fields may be limited by reasons of insurance or requirements laid down in statutory law.
4. All members are responsible for ensuring the currency of any relevant certificates.

02.1 Grades of membership

1. Executive Committee Member: Members of the Executive Committee as defined by the constitution of The Scheme.
2. Supporter: non-trained members who support the organisation financially or by arranging fund raising events or in other ways that do not require formal training.
3. First Responder: Members who meet the currently effective First Responder qualification level as required by WMAS.



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03 TYPES OF CALL

The basic types of call that all The Scheme's First Responders are trained to attend are:

- Anaphylaxis (allergic reaction)
- Breathing difficulties (e.g. asthma, acute on-set bronchitis, emphysema)
- Cardiac arrest
- Chest pains (e.g. heart attacks and acute angina)
- Choking
- Diabetic emergencies (e.g. hypoglycaemia)
- Fitting or convulsions (e.g. epilepsy)
- Stroke (CVA)
- Unconscious and collapsed patients

Some of the Scheme's First Responders may from time to time be trained to a higher level and consequently be able to attend a wider type of call than those listed above.

04 SKILLS

The skills that all The Scheme's First Responders are trained to practice are:

- Automated External Defibrillator (AED) usage
- Bag-Mask-Valve Resuscitation and Airway Adjuncts
- C.P.R. (Cardio. Pulmonary. Resuscitation.)
- First Aid, Patient Care, and Assessment
- Oxygen therapy
- Recognition of cause and type of illness or injury
- Scene safety & incident management

Some of the Scheme's First Responders may from time to time be trained to a higher level and consequently have higher skills than those listed above.



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05 INSURANCE

1. WMAS will be responsible for the public and medical liability insurance of The Scheme's First Responders whilst they are operating in this role.
2. No other insurance of any type, including public liability insurance or any form of indemnity other than as described in item 03.1 above, is provided. Members of The Scheme must remain mindful of this at all times and especially so when The Scheme organises events which involve the General Public.
3. All members are individually required to arrange their own motor vehicle insurance, at their own cost, taking care to ensure that the insurer is aware that the vehicle will be used for duties of The Scheme.
4. The Scheme Trustees undertake to review on an annual basis whether assets of The Scheme can cost effectively be insured against loss or accidental damage and to purchase such insurance if deemed to be within the sensible means of The Scheme to fund it.

06 EQUIPMENT ISSUE

1. All equipment provided by The Scheme to any Member remains the property of The Scheme at all times.
2. All equipment is subject to being withdrawn from any Member's use at any time. Such withdrawal can be both for temporary re-allocation as well as permanent in nature and will usually be initiated by The Scheme Coordinator.
3. If The Scheme Coordinator is unavailable but the need arises to withdraw or re-allocate any item of equipment belonging to The Scheme, the instruction can be given by any other member of the Executive Committee.
4. It is the personal responsibility of each Member to care for all equipment belonging to The Scheme whilst it is in their possession and to promptly notify The Scheme Coordinator of any damage or defects.
5. All equipment belonging to The Scheme that is in the possession of a Member who leaves The Scheme for any reason must be promptly returned to The Scheme Coordinator on their leaving.

07 MEMBER AVAILABILITY

The Scheme is run entirely on a voluntary basis and all members have the right to decline a request to attend any event for any reason. This includes that First Responders can decline for any reason a request to attend an emergency.



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08 PERSONAL SAFETY

Members have the right to refuse treatment to any person who they feel may constitute a danger to their personal safety.

09 PUBLICATIONS

1. The Executive Committee reserves the right to publish any paper, extract, or subject matter submitted during training or assessment of its members.
2. The Executive Committee may publish or authorise publication of a newsletter or other periodicals relevant to its work and the interests and activities of its members.
3. The Executive Committee shall seek to maintain standards of performance by authorising publications such as training notes, and other media dealing with all means of instruction and assessment. So far as it is entitled to do so, The Scheme will own the copyright of such publications
4. The Executive Committee shall seek to publicise by all lawful means its activities among persons and bodies that may benefit from the knowledge and may be prepared to assist financially or in any other way.

10 ADVISORS

1. The Executive Committee may appoint advisors from the membership, the Executive Committee, or elsewhere if their qualifications or experience are relevant to any aspect of The Scheme objects.
2. The Executive Committee may dismiss any advisor by a majority vote.

11 PROFESSIONAL CONDUCT

Members will conduct themselves at all times in such a manner as to engender public confidence in the delivery of first response care.

12 MEMBER AWARENESS OF CONSTITUTION AND BYE-LAWS

The Scheme Coordinator has a duty to ensure that each member of The Scheme is given a copy of the Constitution and Bye-Laws both on joining The Scheme and in the case that either document is amended in any way. Such copy can be delivered to the recipient member electronically or in printed form.



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13 MODIFICATION OF THE BYE-LAWS

Subject to the following provisions of this clause the bye-laws may be amended by a resolution passed by the Executive Committee. Details of any amendments must be provided and circulated to the Executive Committee at least 21 days before the meeting at which the matter is to be discussed.

- End -