HEADQUARTERS
One Lochside
1 Lochside Avenue
Edinburgh
EH12 9DJ

Our Ref: HQ26248
By email:

21 October 2026

Dear

Thank you for your request dated 26 September 2026 under the Freedom of Information (Scotland) Act 2002 (FOISA).

For reference, you requested:

RFI 1: Can you please confirm what is included for first aid training for new prison officer foundation programme.
In relation to first aid basic training,and advise how much time training is allocated to this training.

RFI 2: Can you also advise how often the first aid training is refreshed/updated for prison officers.

RFI 3: Can you advise what qualification is awarded when the first aid is completed after induction.

RFI 4: Can you advise is training delivered by in house or third party (for example St Andrew First Aid)

RFI 5: In addition, is there training provided for prison staff/officers to allow them to train as an Emergency first aid at work(EFAW) which is provided in England.

RFI 6: If Emergency First Aid at Work (EFAW) training is provided,
please confirm duration of course, overview of course, when the course needs to be updated and refreshed.
Who provides the training, in house or external providers.

We have now completed our search for the information you requested.

RFI 1 Response: The first aid training delivered as part of the New Prison Officer Foundation Programme consists of Emergency Response Training and is allocated 7 hours.

The training covers the following learning outcomes:

- Roles and responsibilities of a first aider.
- Managing an emergency and assessing an incident.
- Managing an unresponsive casualty who is breathing normally.

- Managing an unresponsive casualty who is not breathing.
- Identifying a choking casualty and administering appropriate first aid treatment.
- Identifying the three types of bleeding and administering first aid to a casualty who is wounded and bleeding.
- Recognising shock, including its causes and symptoms, and administering first aid under simulated conditions.
- Identifying the three main types of head injuries, including their symptoms and treatment.
- Providing appropriate first aid for individuals with minor injuries.
- Providing appropriate treatment for a needlestick injury.

RFI 2 Response: First aid training is refreshed on a three-year cycle.

RFI 3 Response: No formal qualification is awarded upon completion of the first aid training delivered during induction.

RFI 4 Response: The training is delivered in-house.

RFI 5 Response: Training equivalent to First Aid at Work (FAW) is delivered.

RFI 6 Response: This is a 3-day course (minimum 18 hours) that has a refresher course every 2 years (minimum 12 hours).

First Aid at Work (3-day) Learning Outcomes (LO):

LO1 – Explain the roles and responsibilities of a First aider, adopting the standards outlined by the HSE Document L74 and St John Ambulance. OFFICIAL

LO2 – Demonstrate and explain how to manage and assess an incident as per the standards outlined by St John Ambulance.

LO3 – Demonstrate how to manage an unconscious casualty who is breathing normally as per the standards outlined in the Resuscitation Council (UK) guidelines.

LO4 – Demonstrate how to manage a casualty who is unresponsive and not breathing normally as per the standards outlined in the Resuscitation Council (UK) guidelines.

LO5 – Describe how to identify and assist an individual who is choking as per the standards outlined in the Resuscitation Council (UK) guidelines.

LO6 – Demonstrate how to treat an individual suffering from hypovolemic shock and how to identify the condition, as per the standards laid out by St John Ambulance and European Resuscitation Council guidelines.

LO7 – Demonstrate how to manage a casualty who is wounded and bleeding as per the standards outlined by European Resuscitation Council guidelines and St John Ambulance.

LO8 – State the appropriate first aid for a range of minor injuries as stated in the HSE guidelines to the standards prescribed by St John Ambulance.

LO9 – Describe how to administer first aid for a range of conditions.

LO10 – Identify a major illness and state how to administer the appropriate treatment as per the standard outlined by St John Ambulance.

First Aid at Work Refresher (2-days) Learning Outcomes:

LO1 – State the roles & responsibilities of a First aider.

LO2 – State how to manage an emergency and demonstrate how to carry out primary and secondary survey.

LO3 – Describe and demonstrate how to manage an unconscious/unresponsive casualty who is breathing normally.

LO4 – Describe how to deal with a casualty who is unresponsive and not breathing. Demonstrate Cardiopulmonary Resuscitation (CPR) and the use of an AED (automated external defibrillator).

LO5 – Describe how to identify a casualty who is choking and describe the appropriate first aid treatment.

LO6 – State the definition of shock, it's causes and symptoms and administer first aid to a casualty who is suffering from shock.

LO7 – List the 3 types of bleeding and demonstrate how to administer first aid to a casualty who is wounded and bleeding.

LO8 – State the appropriate first aid for minor injuries.

LO9 – Demonstrate and describe how to administer first aid toa casualty with injuries to bones, muscles, and joints.

LO10 – State the 3 main types of head injuries. Describe the recognition and treatment for concussion and how to treat a casualty with suspected spinal injuries.

LO11 – State the symptoms ad treatment for major and minor chest injuries.

LO12 – Describe the 3 different classifications of burns and the treatment for both burns and scalds.

LO13 – Describe the symptoms and treatment of eye injuries.

LO14 – State the ways that poisons can enter the body, recognition, and treatment.

LO15 – Describe the signs, symptoms, treatment, and common triggers for anaphylactic shock.

LO16 – Describe the symptoms and treatment for heart attack and angina.

LO17 – Describe the symptoms and treatment for an individual having a stroke.

LO18 – Describe the symptoms and treatment of epilepsy.

LO19 – Describe the symptoms and treatment of asthma.

LO20 – Describe the symptoms and treatment of an individual with diabetes experiencing hyperglycaemia or hypoglycaemia.

RFI 7 Response: The training is provided in-house.

This concludes our response to your request.

If you are unhappy with this response to your request, you may ask us to conduct an internal review, by writing to The Chief Executive, One Lochside, 1 Lochside Avenue, Edinburgh, EH12 9DJ. Your request should explain why you wish a review to be conducted and should be made within forty working days of receipt of this letter, and we will reply within twenty working days of receipt. If you are not satisfied with the result of the review, you then have the right to make a formal complaint to the Scottish Information Commissioner.

Yours sincerely

Freedom of Information Adviser