**Kingston on Soar Parish Council - Defibrillator Policy**Adopted May 2025

**Introduction**

Kingston on Soar Parish Council is responsible for one defibrillator located inside the red former telephone kiosk on Kegworth Road. The purpose of this policy is to detail how the device will be registered and maintained.

**Registration**

The device was purchased from Community Heartbeat Trust and has been set up to use the Webnos compliance reporting system.

The device has also been registered by the Parish Council with The Circuit – the national defibrillator network which connects defibrillators to NHS ambulance services across the UK so that in those crucial moments after a cardiac arrest, they can be accessed quickly to help save lives. The Clerk is responsible for keeping the details up to date on The Circuit.

**Maintenance**

Maintenance of defibrillators is minimal, the units self-test daily. In addition to this, the device will be checked in person a minimum of once a month, these checks are carried out by two volunteers in the village and reports are submitted through the Webnos reporting system.

The Clerk has secondary access to the Webnos reporting system and will complete an annual compliance check to ensure that the defibrillator checks have been carried out in a timely manner.

**Consumables**

Batteries have an estimated life of approximately four years from installation, whilst the electrode pads are single use and generally have a life unopened of between 1-2 years (date is printed on the back of the packet).

Consumables can be ordered through the Webnos system by the Clerk and/or the volunteers.

**Insurance**

The defibrillator is covered by the Parish Council’s insurance for damage and theft. The Parish Council is accountable for ongoing maintenance and record checks of the device, in line with best practice guidance from the manufacturer and details within this policy. To minimise the risk of theft the defibrillator cabinet is kept locked, the access code will be issued as necessary by a 999 call handler.

**Deployment**

Should the defibrillator be used by the ambulance service, the Council contact will receive an email informing us that a defibrillator has been used and taken out of service on The Circuit/Webnos. The defibrillator will need to be checked and put back into position, replacing the pads & disposable items, checking the battery and then updating the status check on the Webnos system to make it emergency ready again.

The defibrillator will be marked with the Parish Council’s details, in the event that the defibrillator is deployed, it will be removed from site by the ambulance service and having the correct information on the unit is therefore essential for tracking purposes.

Kingston on Soar Parish Council have provided delegated powers to the Clerk to order new stock for the defibrillators as required.