

## **Appendix F: EMERGENCY ACTION PLAN 8.6.18**

### **1 RAISE THE ALARM:**

The first observer of an incident should raise the alarm

- a) If you do not have a radio or loudhailer, notify the nearest regatta personnel who does or use a mobile phone to alert Regatta Secretary.
- b) If you have a radio or loudhailer, alert race control stating clearly **"Emergency alert, emergency alert"** and provide a **brief incident report**, including where known:

- **What has happened?**
- **Where**
- **Number of casualties**
- **Severity of injuries.**
- **Any support required.**

- c) As soon as the incident is reported, all stations on the radio network must minimise the radio traffic.

Absolute priority to be given to Race Control and those responding to the incident.

If you have a radio, listen out and make sure that Race control has heard and is responding.

### **2 LIFE SAVING:**

Proceed to take **any** immediate life-saving measures within your competence. However remember that it is counter productive for rescuers to get into difficulties which could hamper the rescue operation.

### **3 TAKE CONTROL:**

The first radio equipped race official to arrive at the scene of an incident is to take initial control. Do not assume that others are dealing with the incident just because there are a lot of people about. Do not overcrowd the site, but do check that the occurrence is being managed. As soon as immediate life saving measures are in hand, Race Control is to be notified (by radio/loudhailer/mobile phone) by providing an update to the earlier incident report.

### **4 PREVENT FURTHER ACCIDENTS:**

Race Control to stop racing and control crews as appropriate.

### **5 SAFETY ADVISER.**

Race Control will send the safety adviser to any serious incident. Once he has arrived on site and been briefed, the Safety Adviser becomes the controller for the incident and will co-ordinate the work of the emergency services on site. The Safety Adviser will: summon additional emergency support via radio, or telephone as follows:

- a. For medical assistance: alert the medical adviser and on site ambulance via radio or mobile phone.
- b. For serious land based incidents contact emergency services (999) by telephone.

For incidents with mass casualties contact 999 and contact the nearest A&E dept at Wexham Park Hospital, SL2 4HL, 01753 633000

## **6 DOCUMENT:**

The British Rowing Incident Report Form is to be completed by those involved in the incident and the safety adviser as soon as safely possible, as well as the British Rowing Regatta Medical Return where incidents require transfer to hospital or involve significant injury.

## **7 FAILURE OF RADIO COMMUNICATION**

1. If radio communications fail during an incident, regatta personnel will alert Race Control via loudhailer, or failing that mobile telephone, using the list of numbers of key personnel provided to all race officials.
2. If radio communications fail during the regatta, the Chairman of the Race Committee and Safety Adviser will agree a course of action, which may be to suspend the regatta until the problem is resolved.

**8. Hospitals:** The nearest hospital **A & E** department is **Wexham Park Hospital** and injuries beyond the scope of the on-site paramedics can be treated there. Normal procedure is that the on-site paramedics call the Emergency Ambulance Service (999) to take the casualty there.

### **Address: Wexham Park Hospital**

Wexham  
Slough  
Berkshire  
SL2 4HL  
Telephone: 01753 633000