



HATCHETS PORT CARLING EMERGENCY ACTION PLAN

In Case of Emergency CALL 911, Provide details about emergency.

Direct Emergency Services to:

**2 James Bartleman Way, Unit 4, Port Carling, ON P0B 1J0
“Duke’s Building by the locks in Port Carling”**

Ensure someone is sent to meet Emergency Services
to direct them quickly to the scene when they arrive

EMS should be contacted if any of the following situations occur:

- Victim is not breathing or was not breathing
- Victim is bleeding profusely
- Victim lost consciousness for any period of time
- Injuries occur to back, neck or head
- Sun stroke or heat stroke
- There is a major trauma to a limb
- Victim suffers cold water emergency
- Serious assault with or without a weapon
- Fire
- Any other situation at the discretion of the Safety Advisor Person on site at that time

ROLES IN AN EMERGENCY

Charge Person

- Lead Coach, staff or senior volunteer on site with First Aid training
- Monitors possible danger to themselves and others
- Responsible for first aid - including decision to contact EMS and victim care
- Direct others to complete assigned tasks (see below)
- Needs to know location of Emergency Information for all participants and be able to access
- Ensure Incident report is completed and appropriate follow up is completed

Call Person

- As directed by charge person call EMS
- Have knowledge of situation to be able to communicate details to EMS
- Have knowledge of site to communicate directions to 911 Operator

Other Roles to be Assigned

- Greet EMS at site entrance
- Runners to get First Aid Kit, AED, ice, blankets etc.
- Ensure everyone else gets off the water immediately and stays off the water
- Controls the crowd

In Case of Mass Evacuation Off Water (e.g. weather)

Coach boats will always have a cell phone with ample battery with them in a location they can hear or feel alerts. Phones should be logged into WhatsApp to see any group messages. One coach will take charge of recording all rowers that are currently checked in ‘safe on land’ (but not returned) when they have been reported by another coach boat. Other Coach boats will find rowers and help them safely to shore and report that they are safe and on land. A call will have to be made as to how to have rowers and equipment transported back to the rowing centre based on the length of the emergency and any other applicable conditions. A coach is to stay with the log book if possible to track as rowers arrive back safely as reported by other coaches.