

Major Incident Plan

1. Introduction

Risk assessment has been used to determine the most effective control measures in order to reduce the degree of risk imposed by the Sailing Club's activities as far as practicable.

The controls already in place, and described in the safety policy, will enhance the safety of members and guests under all foreseeable conditions; this section will describe how the club will deal with situations of an extreme nature that could lead to actual or potential injury to one or more persons involved in organised activities.

2. Major Casualties

The following are incidents that could lead to a major casualty situation; the list is not exhaustive and the intention of this plan is to introduce systems that will seek to effectively control both those listed and the unforeseeable:

- a. Multiple capsize / stranding where self rescue or rescue by club safety boats would result in prolonged exposure to hazard e.g. lee shore stranding / multiple capsize in strong tidal conditions, early or late season (cold water)
- b. Collision with powered craft and serious damage to several boats.
- c. Loss of one or more persons overboard in extreme weather conditions.
- d. Medical emergency in poor weather.
- e. Multiple physical injury.
- f. Loss to sight of dinghy or crew.
- g. Craft / crew not accounted for when Tallies are checked.

3. Action Plan

3.1 Immediate Action: Rapid response by the coxswain of the safety boat/ race officer and instructors during the initial stages of any incident will mitigate the potential for additional harm to trainees. The following action is to be initiated at any time the coxswain of the safety boat / race officer considers that a situation exists that may lead to death or serious injury, or when such a situation has already occurred;

- a. The coxswain of the safety boat is to take charge of the incident.

- b. The alarm is to be raised by VHF communication with person in charge (Instructor in charge or race officer) the launching of distress flares and attempting to communicate with the emergency services by VHF CH16.
- c. If communications can be established immediately, the location and extent of the incident should be passed to the emergency services; particular emphasis should be placed on the number of potential casualties and the proposed location at which the rescue teams should await casualty delivery. Emergency landing point will be the beach opposite the club house unless directed otherwise.
- d. Club officials/organisers not involved in the incident should take steps to coordinate all boats that have not been affected and move them in close company to a place of safety. If appropriate instructor controlled boats may assist in the rescue operation but only if the lives of those on board are not endangered.
- e. The safety boat/s are to carry out rescue operations; priority being given to those in greatest danger. Persons who are in the water but not in immediate danger will be dealt with as soon as those in most need have received attention.
- f. Under no circumstances are children or crews to be left in the water unattended and if the safety boat is unable to offer immediate assistance a responsible person is to remain in the water with the children until assistance can be given.

3.2

Co-ordination: The following actions are to be taken in order that all persons can be accounted for:

- a. When the emergency services arrive on the scene the rescue boat coxswain is to immediately make contact with them and explain the current situation and extent and disposition of any casualties.
- b. The race officer or person in control at the sailing club is to ensure that a list of all persons involved is available and be prepared to assist both the safety boat coxswain and the emergency services in accounting for all those involved in the incident.
- c. The race officer or controller at the sailing club will coordinate all requests for information from families and the media. Next of kin are to be provided with details in respect of their own children only and are to be told their location; caution should be exercised in the release of any personal information. No information other than the overall details of the incident are to be given to the media; all requests for information are to be passed to the emergency services.

d. When the situation has stabilised the club will inform all families of the incident and advise them to proceed to the centre to meet their families when they return.

3.3 Post Incident When all personnel are accounted for and casualties evacuated by the emergency services the remaining craft will return to the centre with all remaining persons. All persons are to be immediately taken to the main function room and accounted for before being allowed to leave the premises.

4. Summary

The aim of this plan is to implement procedures that will be used in the event of the most extreme of situations. The Sailing Club will ensure its effectiveness by implementing a regime of briefing race officers, safety boat coxswains and others involved in managing activities and maintain their competence in all areas of emergency control.

This document is dynamic and will be modified as circumstances dictate or when advice is received from the RYA or emergency services.