



TEWKESBURY CRUISING AND SAILING CLUB

OPERATING PROCEDURES

ACCIDENT AND EMERGENCY GUIDANCE

In the event of the emergency services needing to be contacted the OOD should be the emergency coordinator and manage the situation. If they are not immediately available another senior Club Member should take control.

If there is a life-threatening emergency (for example, choking, chest pain, drowning, loss of consciousness or detectable pulse etc.) the emergency services must be called immediately, giving the exact location of the casualty, likely shore arrival point, details of the cause of concern and number of casualties if known. The rapid use of radio and phone must be well coordinated. A defibrillator is located in the Clubhouse.

The details of the clubhouse location are as follows:

Tewkesbury Cruising and Sailing Club
Avoncrest Drive, off Trafalgar Road, Tewkesbury, GL20 5FY
Telephone: 07827 067479
“What3Words” address: ///pint.club.anchorman

It may be necessary for the coordinator to dispatch an individual in a car to the gate to meet the emergency services. This individual should also ensure that the driveway is kept clear.

Where an accident occurs on the water at a distance from the clubhouse, the radio system must be used to summon help, as the situation requires. Lengthy or winter immersion must be followed by checks for hypothermia and muscle efficiency; self-rescue or heroic perseverance must not be allowed, this may lead to repeated mistakes and ever worsening results. Safety boat crew must take command when necessary.

IN THE EVENT OF AN EMERGENCY, THE OOD AND RACE OFFICER MUST CONSIDER WHETHER THE REMAINING SAFETY COVER IS ADEQUATE FOR THOSE STILL RACING. IF NOT, THE DECISION TO ABANDON RACING MUST BE MADE AND IMPLEMENTED PROMPTLY.

In the interests of personal privacy and safety for all those involved, the emergency coordinator should try and create a ‘safe area’ ideally cordoned off away from others not immediately involved in the incident.

All accidents must be recorded in the Accident Record Book, which is kept by the First Aid Box in the Clubhouse. An accident is defined as the occurrence or suspected occurrence of personal injury or distress connected with any activity whether in the clubhouse or anywhere else on site.
Where a near miss occurs which could have resulted in an accident, this should also be recorded in the Accident Book.

In the event of a major accident, it is imperative statements are taken from competent witnesses, all relevant equipment (lifejackets, logbooks etc.) are kept and a statement produced which can be given to the authorities. The Commodore must be contacted to determine who – if anyone - will speak with the press. **NO OTHER PUBLIC STATEMENTS ARE TO BE MADE.**

The Commodore should contact RYA Training on 023 8060 4181 with all known facts to assist in the statement preparation.

A contact log should be prepared with details of who has been spoken to and what details have been given.

In the event of a fatality, the police will contact the Sailing Club and inform the next of kin. The name of the casualty must not be passed to the press.