

**2010 Emergency Action Plan for Dorchester Sailing Club Lake**  
**One Emergency Action Plan (EAP) must be completed for each venue.** If any EAP details change, a new EAP form must be completed with the new details immediately.

|  |  |
|--|--|
| Location of the nearest telephone:   | <b>Mobile with session Safety Officer (signal/reception generally good);</b> |
| Location of the nearest first aid qualified person:  | <b>Within group of athletes</b>  |
| Location of first aid equipment:   | <b>Club kit with duty Safety Officer</b>                                     |
| <b>Actions in case of emergency</b>  |  |
| <b>Venue</b> – lake/former gravel pit at:<br>Dorchester Sailing Club, Abingdon Road, Dorchester-on-Thames<br>Nr Abingdon, Oxon OX10 7LP  |  |
| <b>In the event of an incident Safety Officer:</b>   |  |
| <ul style="list-style-type: none"> <li>▪ Alerts swimmers by using prolonged blasts on Air Horn</li> <li>▪ Directs swimmers using hand/arm signals or loudhailer – nearest swimmers to any casualty/incident; An unconscious swimmer should be towed to nearest shore – rescuers to ensure ABC (Airway, Breathing, Circulation) maintained</li> <li>▪ Ensures distressed swimmers are calmed down, reassured and escorted to exit</li> <li>▪ Makes sure involved and uninvolved swimmers are provided for – delegate if possible</li> </ul>   |  |
| <b>First Aid</b>   |  |
| <ul style="list-style-type: none"> <li>▪ Check if first aid is needed</li> <li>▪ Call for qualified first aiders to attend ill or injured person(s)</li> <li>▪ Let first aiders attend to any casualty and ensure other swimmers are safe and secure – foil blanket is in First Aid kit in the event of hypothermia</li> </ul>   |  |
| <b>Emergency services</b>  |  |
| <ul style="list-style-type: none"> <li>▪ If necessary, safety officer to call Emergency services on 999</li> <li>▪ Must give clear directions to avoid delay (see next page – post code for sat nav is <b>OX10 7LP</b>)</li> <li>▪ Delegate responsible person to go down to main road entrance to direct emergency vehicles to the location of incident</li> </ul>  |  |
| An incident does not necessarily mean session has to be abandoned. However if Safety Officer decides to abandon session:   |  |
| <ul style="list-style-type: none"> <li>▪ Safety officer to delegate tasks/roles to ensure casualty, involved and uninvolved swimmers are all looked after</li> <li>▪ Use safety flags to recall swimmers to leave lake at the 'beach' area</li> <li>▪ ensure all swimmers accounted for with card exchange system</li> <li>▪ If necessary, Safety Officer to call emergency contact(s) from details on membership card</li> <li>▪ If any participants are hospitalized, Safety Officer to ensure belongings and vehicle are looked after, preferably by emergency contact</li> </ul> |  |
| After an incident is dealt with:   |  |
| <ul style="list-style-type: none"> <li>▪ If appropriate Safety Officer to complete accident report form</li> <li>▪ Incident details to be given to club officials/committee</li> <li>▪ Safety Officer or club official to report incident in person Sailing Club official</li> <li>▪ Safety Officer or club official to follow up as appropriate with any casualties and emergency contact(s)</li> <li>▪ After incident, club officers to review what happened and revisit Risk Assessment and EAP procedures if necessary</li> </ul>  |  |

**Notes:**

Dorchester Sailing Club contact:  
David Wedge, Vice Commodore  
07768 717702

**Directions to site:**

**Venue**

Dorchester Sailing Club  
Abingdon Road,  
Dorchester-on-Thames,  
Near Abingdon,  
Oxon  
OX10 7LP

The Club is signposted from the A415 approximately 100 yards from the roundabout where the A415 joins the A4074. From the A415, follow the signs to Dorchester and the club is approximately 300 yards down on the left hand side.

**[Phil Richards, Oxford Tri Lead Coach- updated 24/4/10]**