

Emergency Action Plan

Venue:	Ladyburn Lake, Druridge Bay		
EAP created by:	Andrew Wilde	Date Created:	April 2021
Venue Address: (Inc. Postcode/ Grid Reference)	Watersports Car Park Druridge Bay Country Park, Red Row, Northumberland, NE61 5BX		
Type(s) of Activity this EAP applies to:	Coached and non-coached (club led) open water swim and transition training		
Who is ultimately responsible for Health & Safety during these sessions:	<input type="checkbox"/> Venue Staff <input checked="" type="checkbox"/> Coaching Staff <input checked="" type="checkbox"/> Other qualified first aiders Comments:	At least one appropriately qualified first aider will be present	
How will venue staff be contacted in emergency:	Venue is not staffed during most open water swim sessions. First aid treatment in the event of an emergency is the responsibility of the qualified first aiders present together with any required support from emergency services. Contact details for person who locks the park gate at dusk: Graham Mitcheson, 07769 887686		
Location of Phone/Mobile Reception Tested:	First aider and lakeside marshal / spotter will have mobile phones.		
Location of the nearest first-aid qualified person:	At lake		
Location of first-aid equipment:	A fully stocked and maintained first aid kit will be with the lakeside marshal and / or first aider present.		
Location of Defibrillator:	On the side of the visitor centre (see diagram below). Nominated person to be dispatched from watersports car park to retrieve.		
Location of nearest hospital:	Wansbeck General Hospital Woodhorn Lane, Ashington NE63 9JJ		

Non-Managed Venues

How to contact Emergency Services:	Coach, lakeside marshal or nominated first aider to call 999
How will Emergency Services be directed to the scene of an incident:	Address of the park is provided above. Be clear that it is the watersports car park which is the first turning on the left. In case of any uncertainty, also provide the following WhatThreeWords reference for the watersports car park: "music.normal.booklets"
Who else is available to help in case of issues:	Contact the person responsible for securing the park - Graham Mitcheson on 07769 887686 in case emergency services need to access the park (to keep him informed and also to ensure the park gate is not locked prior to the arrival / departure of emergency services). Venue is not staffed and so provision of first aid and dealing with all issues is the responsibility of the club (lakeside marshal, first aider, any coaches and other triathlon club members that can assist).

Non-Managed Venues:

List ALL the Actions that will be undertaken if any of the following situations occurs:

Swimmer experiences cold water shock	<p>Cold water shock can cause a number of instant, powerful, involuntary respiratory reflexes, such as sudden increase in heart and blood pressure that may result in cardiac arrest, even for people in good health. Any swimmer that is suspected to be experiencing cold water shock will be told by the safety crew to:</p> <ol style="list-style-type: none"> 1. Fight their instinct to thrash around 2. Roll slowly onto their back and float, using the buoyancy of the wetsuit plus any flotation device available 3. Float until they can control their breathing 4. If feasible, swim to the shore or be assisted by the safety crew <p>If safety crew is treating a swimmer and unable to monitor the remaining swimmers the lakeside marshal will sound a klaxon, ending the swim session for all.</p>
Swimmer experiences hypothermia	<p>Hypothermia can cause the following symptoms:</p> <ul style="list-style-type: none"> • Shivering • Numb hands or feet • Confusion, memory loss, or slurred speech • Exhaustion or drowsiness • Shallow breathing • Loss of consciousness <p>Treatment to be provided: Restore Warmth Slowly by:</p> <ul style="list-style-type: none"> • removing wet clothing and dry the person off, if needed. • warm the person's trunk first, not hands and feet. • Warming extremities first can cause shock. • wrapping in blankets/towels or put dry clothing on the person. • Use foil blanket as supplementary. <p>In severe case call 999, otherwise transfer to hospital</p> <p>If safety crew is treating a swimmer and unable to monitor the remaining swimmers the lakeside marshal will sound a klaxon, ending the swim session for all.</p>

Evacuation:	Evacuation unlikely as outside at all times. If there is a need to move the group from a location, do so in orderly manner and don't stop to collect belongings at lakeside
Missing Person:	<p>A register of swimmers will be taken on entering the water and each person exiting the water will be recorded. If a missing swimmer is suspected, get safety crew to do head count in water. If it doesn't match, canoes to start search of water. If confirmed missing person, get all swimmers to exit water. Check the ID of missing person, call their mobile, check they haven't left without being registered.</p> <p>Organise land-based search around perimeter of lake, deploy canoes and boats if available to search lake.</p> <p>Call emergency services.</p> <p>Take land-based resister to check everyone else is accounted for.</p>
Minor Injury:	<p>For minor injuries (e.g. cuts, abrasions, impact from other swimmer or collisions, broken bone), swimmer to exit lake, may need assistance of safety crew. To be treated by first aider at registration as appropriate within remit of first aider.</p> <p>Depending upon injury swimmer advised to seek further medical attention at hospital or GP as appropriate, e.g. for head injury, possible swallowing of excessive amounts of water. May need to consider getting someone to assist getting casualty home or to doctor/hospital – contact next of kin.</p>
Major Injury:	<ul style="list-style-type: none"> • Casualty in water, e.g. suspected drowning. Use air horn to halt session, all swimmers directed to leave water by safety crew. Exit route used determined by keeping them clear of casualty. Lakeside marshal to guide swimmers to exit point. Process for counting swimmers out of water to be maintained to ensure there are no other casualties/missing swimmers. • Safety crew to go to aid of casualty. • First aider to call 999, giving address to emergency services. Another club member tasked with waiting in the car park to guide emergency services on arrival. • Safety crew to take casualty to flat area by the lakeside. • Casualty to be treated by first aider and safety crew in line with capabilities and await help from emergency services. • Swim session suspended until casualty successfully dealt with and safety crew are able to re-focus on role. In serious situations may be advisable to cancel session anyway.

Insert Diagram(s) of layout of venue with key safety elements marked (this page is intended to be shared between Risk Assessment and EAP):

