

# **Sudbury RC Annual Regatta 4 August 2018 – Emergency Action Plan**

## **Introduction**

This Emergency Action Plan is designed to act as an aide memoire for personnel involved with dealing with an incident or accident should it occur during the Sudbury Annual Regatta.

## **First Aid Incident**

Anyone suffering a first aid incident is to be directed to First Aid which is situated close to the Race Control Tent. First Aid will advise whether the individual requires further treatment at A&E and if the casualty can be taken by a family member or colleague or if an Emergency Ambulance is required.

If the individual is not mobile then First Aid are to be advised and will decide whether to attend on foot or by vehicle

## **Incident or Injury on the Water**

In the event of an incident or injury on the water the nearest Marshal or Umpire will determine the requirements and summon the Safety Boat and / or First Aid via Race Control using the radio communications and make use of the throw line. Other SRC members will support as appropriate.

Race Control will suspend racing as appropriate by contact with Start Marshal and Boating Marshal and public address system and contact the Safety Adviser

## **Serious Incident**

In the event of a serious incident such as multiple casualties on the water, fire or other incident in a marquee or tent or serious casualty incident on land the following course of action will be taken

- Race Marshals, Umpires, Safety Boat and other Officials have radio communications and will advise Race Control of any incident. Race Control will co-ordinate any response
- First Aid will be despatched to the scene
- Regatta Secretary and Safety Adviser will attend the scene and direct support from Marshals, Umpires and other SRC members
- Race Control will become the Incident Control Centre
- Race Control in liaison with the Safety Adviser will manage the incident including
  - Contact with Emergency Services and other external agencies
  - Despatch individuals to direct any incoming Emergency Services and to control vehicles leaving the site
  - Identify a safe location and despatch individuals to direct competitors and the public to safety
  - Public Address announcements
  - Suspension or cancellation of racing
  - Dealing with enquiries from family and colleagues of those involved
  - Tasking members of SRC with actions
  - Maintaining a log of actions
  - Dealing with the media
  - Prompting an initial enquiry into the incident and reporting to interested parties

The following are relevant contacts

**Emergency: 999 Ambulance, Fire, Police**

**Site Location: Friars Meadow, Edgworth Road, Sudbury CO10 2TG – Grid Reference TL 874410**

**A&E Hospital: West Suffolk Hospital, Hardwick Lane, Bury St Edmunds, IP33 2QZ**

**Police (non 999): 01473 613500.**

**Environment Agency: 0800 807060 (Freephone, 24 hour service)**

**Race Controller: Andrew Blit - 07976 672238**

**Regatta Secretary: Nicola Swift – 07909 169003**

**Safety Adviser: Pete Donovan – 07717 798809**