

Emergency Action Plan – KAC training from Keswick leisure centre.

One 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:	With Coach and leisure centre
Location of the nearest first-aid qualified person:	Coach
Location of first-aid equipment:	Coach or run leader. If open, the Keswick leisure centre has a more comprehensive first aid kit.
Action to take in case of an emergency:	
<p>Evacuation required.</p> <ul style="list-style-type: none"> • Advise all athletes to meet outside keswick Leisure centre or another nearer nominated location if away from start point. • Contact Emergency services. • Carry out roll call in comparison to participant list. 	
<p>Fire Discovered</p> <p>The leisure centre will not be used as a venue for training so no indoor facility will be used therefore less risk of fire. If an outdoor fire is encountered the group will be rerouted to avoid the area and emergency services called.</p>	
<p>Minor Injury</p> <ul style="list-style-type: none"> • Upon discovery of a casualty with minor injuries let the coach know. • First aid should only be given by a qualified First Aider. • The first aider for the session is noted on the risk assessment but will normally be the coach. • Coaches should remember to consider the safety of other participants and stop / suspend the session if they are distracted by dealing with the casualty, unless there are sufficient coaches to continue. • The First Aider should treat the casualty in line with the guidance of their qualification • When treating a casualty don't leave yourself in a compromising position. E.g. male first aider alone with a female casualty or adult with a child. • The coach should be informed of any minor injuries so that relevant documentation can be completed. • Coaches should follow the accident reporting procedure including noting the incident on the session plan and completing an incident / accident report form. 	

Major Injury:

- Upon discovery of a casualty with major injuries follow the steps above for minor injury remembering to treat the casualty in line with the guidance of your qualification
- If appropriate consider stopping the session and avoid crowding of casualty. Use other coaches to manage athletes.
- Make sure you call 999 for the emergency services at the earliest opportunity.
- All cases of head injury should be treated as serious. Delayed concussion is a real possibility.

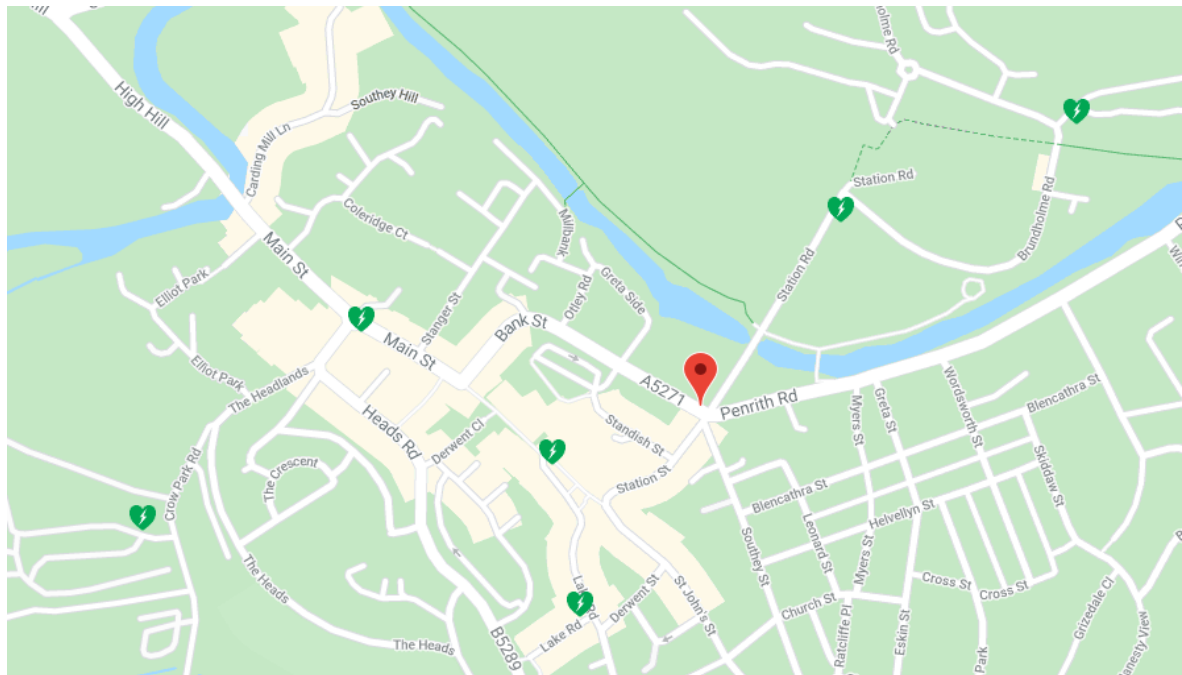
Recognised First Aider to provide First aid in line with qualifications until Emergency services arrive and take over.

Defibrillator locations:

The Keswick leisure centre has a defibrillator;

Fitz Park Bowling club;

Keswick Bridge (laundry room off of Brundholme Road).



Considerations for dealing with incidents and information for emergency services.

- Survey – Survey the scene.
- Assess - Assess the scene to identify priorities and ensure you are aware of the nature of the incident.
- Disseminate – Disseminate the information to other people present.
- Casualties – How many, nature of injuries, triage injuries, etc..
- Hazards – identify hazards and mitigate any associated risk. Relay the risk to the emergency services.
- Access – What is the most appropriate route of access for emergency services and ensure the route is clear of obstruction. Where possible have other participants in a position to signal to emergency services. Consider landing area for helicopter if it is likely to be required.
- Location – Clear precise location with as much detail as possible including landmarks or nearest junctions. Consider use of what3words app.
- Emergency Services – Exactly what emergency services are required.
- Type of incident – Type of incident that you require assistance for.

Procedure for Documenting and Reporting of Incidents

- The Coach/run leader/First Aider should complete all required documentation relevant to each accident/incident as outlined in the Injury/Accident Reporting Procedure:
- Accident/Incident Report Form
- Cause for Concern (for child protection issues or safeguarding for vulnerable adult). Welfare officer should be informed.

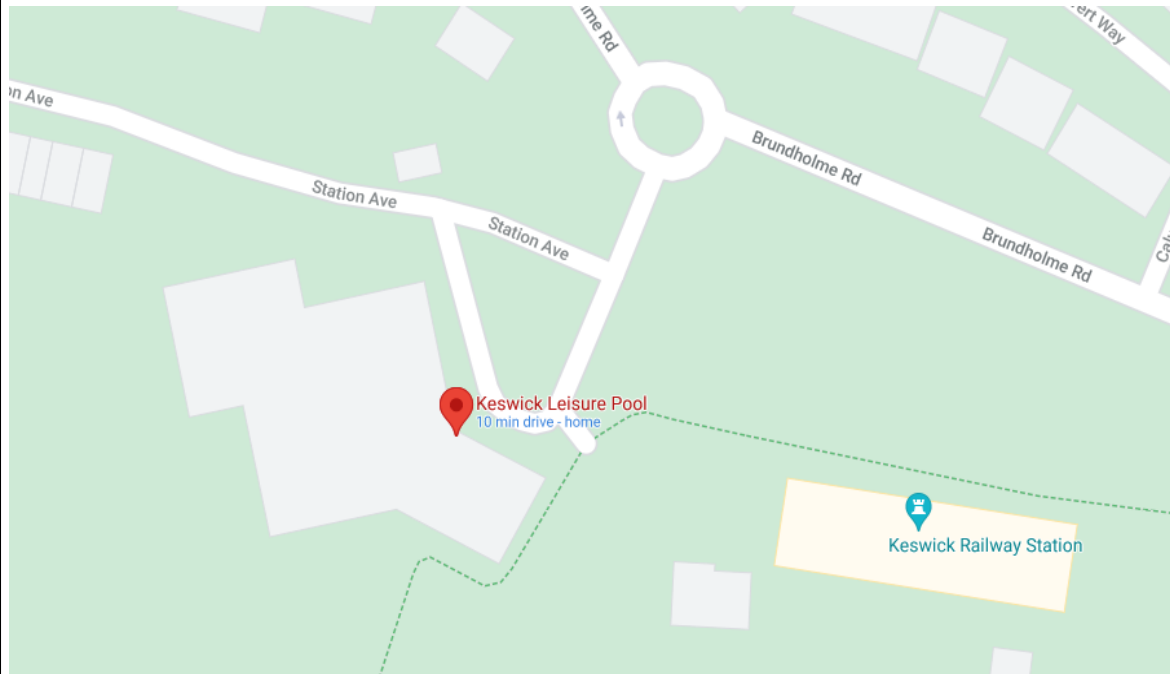
Accessing Information

- Coaches have access to emergency contact and medical details via Teams App.
 - All participants at the scene to be asked to record their own account of the incident, where age appropriate.
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Access points

- **Emergency services to be directed to scene of incident by coach/
run leader.**

The emergency services route to the start and finish point is via Station Road:



The What3words venue is: Jugs.shatters.stole

If away from the start point, consider the use of what3words app to accurately identify location and pass to the emergency services.

- Completed by Neil Cooper 03/05/21.