



# Wilsonian Sailing Club

## Incident Contingency Plan

### Aim

The aim of this plan is to assist all persons involved in an incident to give guidance on the management of such a situation to affect the best possible outcome. The safety of all is paramount this includes participants, instructors, members of the emergency services and the general public.

If an incident occurs where the emergency services are called it may or may not be deemed as a major incident.

A major incident may be judged to be when there has been a serious injury that threatens life or loss of limb or multiple casualties.

### Scope

- Adverse weather causing major concern for student or competitor safety
- All safety resources are fully occupied
- Further incidents occurring so that there is a serious risk to life

### Responsibilities

Principal Training Officer, Chief Sailing Instructor, Chief Power Boat Instructor, Senior Sailing Instructor, Race Officer and Chief Duty Officer (CDO).

- Overall control of training or events based at Wilsonian Sailing Club.
- Emergency services are contactable by **VHF radio if on the water channel 16 or using the clubhouse landline 07352 742109 dial 999 and ask for Police, Ambulance, Fire Brigade, Coast Guard.**
- To control information, including liaising with the Lead Instructor or Race Office, emergency services, relatives, and media.
- Keep a log in the event of a serious incident
- If appropriate, set up Incident Control Room in WSC Clubhouse.

### Instructors or Race Officer

- Responsible to Lead instructor or the CDO for the direct control of the race or training session
- To advise the CDO/ Lead Instructor on the decision to carry on or abandon training or racing
- To advise the CDO/ Lead Instructor in the event of extreme conditions or when safety or race management resources have to be re-deployed

## **Detailed Plan for Adverse Weather causing major concern for student and competitor safety**

### **Safety officer**

- Inform Lead Instructor or Race Officer and CDO of the available resource
- Directs safety boats afloat

Safety Officer is the most senior person on site with appropriate experience Power Instructor, Senior Sailing Instructor or Lead coxswain on the water.

### **Lead Instructor / Race Officer**

- Signal Abandonment on the “Block House” so that students / competitors are aware
- Contact patrol boats to inform all competitors that the Training session or race is abandoned
- Request assistance from Medway Yacht Club and send Casualties requiring ambulance assistance to MYC slipway where the emergency services will be directed
- Once all persons are accounted for recover all boats (dinghies) ashore as quickly as possible
  - Keep Lead Instructor / CDO informed

### **Senior Instructor, Lead Instructor / CDO**

- Alert Coast guard, Police and Peel Ports Authority
- In the case of an event recovery safety tags from competitors to make sure all are ashore. Account for all students taking part in training.
- Keep a written record of the incident (CDO book)
- Obtain witness statements in cases of serious or major incident