

SKERRIES SAILING CLUB – EMERGENCY ACTION PLAN



For **Training activity** (formal and informal) the Principal Instructor and Senior Instructor are responsible for ensuring all paperwork is up-to date (e.g. contact information, emergency contact and medical details) and that training is undertaken in line with the Club's and Centre's policies and procedures. This should be the first point of escalation and who will liaise with the Club committee.

For **non-training activity** (e.g. racing and social sailing [social sailing occurs when the Principal or Senior Instructor are not present]) then the Club's Vice-Commodore and Sailing Secretary are the point of contact. The OOD is responsible for ensuring that racing is conducted in accordance with the Club's policies and procedures. The OOD should be the first point of escalation and who will liaise with the Club committee.

If an incident occurs:

1. Protect Individuals

- Protect individuals from further harm
- Ensure individuals life is not at risk - provide emergency first aid if necessary
- Isolate the cause of the incident (e.g. turn off electricity, isolate gas)
- Evacuate the premises as necessary - using the Fire Muster Point at the bottom of the Car Park
- Clear the water of boats, as necessary, whilst you deal with the incident?

2. Lives at risk?

- If lives are at risk contact Emergency Services using a members mobile on 999 or 911 or VHF Ch16
- The Centre Address is Skerries **Sailing Club, Harbour Rd., Skerries. Co Dublin**
- Ask the Emergency Services which hospital they are taking the casualty to
- If Emergency Services are not required see list of casualty reception centre nearby.
- Do you need to contact other emergency services?
- Electricity Water Gas

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3. Dealing with a major incident

- Give yourself sufficient time to collect and collate relevant information (use photos where possible). Note should include details of what happened/was going on prior to the incident, during the incident and after the incident
- Prepare a simple, to the point and fact based press statement
- Notify principle contact person as per details in Para 1 above.
- Decide who & how relatives/next of kin are to be notified.
- Discuss the incident and draft press statement with the ISA prior to making any press announcement
- DO NOT hold a press conference, decide who will act as Club spokesman on the issue (single voice of the Club)
- DO NOT release details of casualties or fatalities even if the press appear to know.

4. Notification and post incident

- If there is a fatality the Police will attend the Club, speak to all involved and inform the next of kin (details held by the Secretary and Sailing Secretary for racing and non-training activity and the Senior and Principal Instructors, and Training Administrator for training activities). In this case key witnesses should not be allowed to leave.
- Ensure all paperwork is up-to-date
- Update the Accident book where necessary and lodge the completed record with the Club Secretary
- Consider if the incident should be reported to the Health and Safety Authority (e.g. major injury, electric shock, chemical based incident)

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Emergency Reception Facilities

LIFEBOAT

Dublin Coastguard	999 or 112 or Ch 16
Skerries RNLI	849 1126
Skerries Coastguard	999 or 112
Skerries Punt	VHF Ch72

Minor incidents excluding broken bones & head injuries.

DOCTOR	LOCATION	CONTACT	INFO
Dr Seamus Mulholland	7 Strand St	849 0678	
Dr Keane	10 Holmpatrick St	849 1497	
Dr Ismail	13 New St	849 0597	

Minor incidents requiring X-rays etc.

CENTRE	LOCATION	CONTACT	INFO
VHI Swiftcare	Airside Retail Pk	1890 866 966	7 days 8am-10pm
Euromedic	Northwood, Santry	1890 749746	Mon-Fri to 8pm.

Major Incidents.

Ambulance Service	Skerries/Swords	999	24hr
Beaumont Hospital	Beaumont Rd	809 3000	24hr

GARDA

Skerries	849 1211
Balbriggan	802 0510

