

Emergency Action Plans

Venue:	Aquarena Main Pool *	Aquarena Outdoor Areas	Worthing Leisure Centre Track	Cycling Sessions	The Gallops, Findon Valley
Emergency Signal	Press poolside alarm or 3 blasts on a whistle	3 blasts on a whistle or air horn	3 blasts on a whistle or air horn	3 blasts on a whistle or air horn	3 blasts on a whistle or air horn
Assembly Point	Paddling Pool Area	Public Toilets at the west end of the Boating Pond.	Grass area in front of the Outdoor Changing Rooms	To be agreed at the start of each ride	Bench closest to Bost Hill
Location of the nearest telephone:	Aquarena Reception	Session Coach to carry a mobile. Aquarena Reception	Worthing Leisure Centre Reception	Session Coach to carry a mobile.	Session Coach to carry a mobile.
Location of the nearest first aid qualified person:	Aquarena Duty First Aider	There must be a designated First Aider for every session at this venue	Worthing Leisure Centre Duty First Aider	There must be a designated First Aider for every ride	There must be a designated First Aider for every session at this venue.
Location of first aid equipment:	Aquarena First Aid Room. Reception	Designated First Aider to carry an approved first aid kit.	Worthing Leisure Centre First Aid Room	Designated First Aider to carry an approved first aid kit.	Designated First Aider to carry an approved first aid kit.

* Refer also to Worthing Swimming Club EAP and Facility Standard Operating Procedures

Actions in case of emergency

1. **Assess the situation**
 - Take in what has happened quickly & calmly.
 - Check for dangers to yourself, any casualties, & bystanders.
 - Ask another coach / helper / bystander to supervise the rest of the group.

2. **Make the area safe**
 - Protect yourself, any casualties, & bystanders from danger.

3. **Get the designated First Aider who will assess all casualties & give emergency aid**
 - Listen to what the casualty is saying.
 - Decide on priorities of treatment & deal with life threatening conditions.

4. **Get Help!**
 - Send a bystander to call for an ambulance – give clear directions to the venue & as much detail about the incident & condition of any casualties.
 - Ask bystanders to assist with management of the casualty.
 - Do not move someone with major injuries. Wait for the emergency services personnel.

5. **Deal with the Aftermath**
 - Report to the ambulance crew
 - Clear up the scene & make it safe
 - Call the Emergency Contact for any casualty
 - Complete an Accident / Incident Report Form
 - Replenish the First Aid kit
 - Take care of yourself.

* Refer also to Worthing Swimming Club EAP and Facility Standard Operating Procedures