

# Oxford University Rowing Clubs

## Appendix E: Emergency Action Plan



### Torpids 2016, Sponsored by Neptune Investment Management

#### Introduction:

This Emergency Action Plan is designed to act as an *aide memoire* for officials dealing with any serious incident should it occur during Rowing On and Torpids, on 19th (or 21st) February 2016, and 24th to 27th of February 2016 respectively.

**IN THE CASE OF ANY MEDICAL INCIDENT THE RISK ASSESSMENT FOR THIS EVENT IS TO BE FOLLOWED.**

#### In the event of a medical incident on the water NOT directly before or during a race:

- Marshal to radio SU with details of incident. SU has radio priority to call for First Aid and move all parties involved to the riverbank at the earliest possible opportunity.
- First Aiders to assess the situation and decide on appropriate course of action (e.g. whether ambulance is necessary).
- Incident coordinator to organise post-incident care and reporting on land depending on First Aiders assessment.

#### In the event of a medical incident on the water DIRECTLY BEFORE or DURING A RACE:

- Marshal(s) to sound klaxon to stop the race in progress, or abort the start gun.
- Marshal to radio SU with details of incident. SU has radio priority to call for First Aid and move all parties involved to the riverbank at the earliest possible opportunity.
- First Aiders to assess the situation and decide on appropriate course of action (e.g. whether ambulance is necessary).
- Incident coordinator to organise post-incident care and reporting on land depending on First Aiders assessment.

#### In the event of ANY medical emergency (e.g. considerable blood loss or unmovable person due to serious incident):

- Marshal(s) to sound klaxon to stop halt all river traffic.
- Marshal to radio SU with details of incident. SU has radio priority to call for First Aid and move all parties involved to the riverbank at the earliest possible opportunity.
- First Aiders to stabilise involved persons.
- Use mobile phone to dial 999 for emergency assistance. In the event of no mobile phone coverage there is an emergency (999 calls only) landline phone at the back of Longbridges Boathouse.
- Advise emergency services that the designated point for EMS vehicles is at the City of Oxford Rowing Club Boathouse off Donnington Bridge (postcode - OX4 4BL). If this is not possible or should Incident Coordinator feel that one of the other emergency access points is required, the other access locations to the river are:
  - Longbridges Boat House (key to gate off Donnington Bridge (Abingdon Road side) held at Race Desk).
  - To Boat House Island via Christ Church Meadow. Call Christ Church Lodge on 01865 276150 to gain access.
- Incident Coordinator to ensure incident reported to appropriate bodies/persons, including College if student is taken to hospital.

The following are relevant emergency contact numbers on race day:

Police, Ambulance, Fire Service – **999**

Incident Coordinator – Rowing Sabbatical by default - **07554376772**

Race Desk – **07751 740304**

Race Secretary (Jonathan Williams) – **07769614462**

Christ Church Lodge – **01865 276150**

City of Oxford Rowing Club Boathouse - **01865 242576**

Iffley Lock Keeper – **01865 777277**

Oxford University Security Services (emergency line) – **01865 289999**.

Mobile phone numbers for Senior Umpires, First Aid and Sports Safety Officer held at Race Desk.