



## MAJOR INCIDENT PROCEDURE

### At incident location:

1. Assess immediate danger to the casualty, group and self.
2. Take action to ensure the safety of the rest of the group. If safe to do so, remove casualty from danger.
3. Apply relevant First Aid, and monitor the condition of the casualty.
4. Inform the Senior Instructor. If the Senior Instructor is incapacitated then inform the Assistant Senior Instructor. S/he will assume control of the situation.
5. The Senior Instructor will assess the incident and determine whether any external assistance is required.
6. The Senior Instructor will request a head count, and that anyone remaining afloat be brought ashore.
7. If necessary and safe to do so, the Senior Instructor will request that the casualty and a person witnessing the incident proceed to the Ferry Boat Inn beach or other designated beach.

### Upon return to shore:

1. A nominated person should collect witness statements from all involved.
2. Those involved should fill out a report in the Accident Book held in the Ferry Pot First Aid Box and check the RIDDOR guidelines.

**No one should discuss the incident with the media, or comment publicly.**

## COMMUNICATIONS

PMR Centre Radio:	Designated Channel of the day
VHF Radio:	Channel P4/M2 or Designated Channel of the day
Signal:	Repeated whistle
Signal:	Red/orange banner

## FIRST AID

- The First Aid kits are situated in the yellow containers in each safety boat; the white container on the ferry, and all our boathouses located by a sign.
- All HRCST staff and RYA qualified Instructors are First Aid trained, and supported by a number of First Aid trained volunteers.
- Medical, health and emergency contact information for volunteers and students is held by the Senior Instructor of that day and held by the School Coordinator.
- In the case of suspected Hypothermia, showers are available at Helford River Sailing Club (01326 231460), The Ferry Boat Inn (01326 250625).

## EMERGENCY SERVICES

VHF (carried by all staff): Channel 16

Phone (mobile phone with SI): 999 or 01326 317575 (Falmouth Coastguard)

If you asked to call the emergency services then please state:

- Location
- Type of assistance you require
- Condition of the casualty
- Any other relevant information

	<u>Post Code</u>	<u>OS Grid Ref</u>
Helford River Sailing Club	TR12 6LB	SW 760 261
Ferry Boat Inn, Helford Passage	TR11 5LB	SW 763 269
Porth Saxon	TR11 5JR	SW 780 271