

## Spotter Duty: Emergency Action Plan

The circumstances envisaged for evacuation are:

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| • <b>Extreme weather (heavy rain, thunderstorm, lightning etc)</b>   |
| • <b>Emergency involving a swimmer</b>   |
| • <b>Any other circumstance where the safety of the swimmers in the water is threatened as recognized by either the Spotter, Kayakers or AAC staff</b> |

If YOU see a potential issue during the session use the radio to contact to alert the kayakers and confirm the issue. Alternatively, you might hear the kayaker or Venue manager alerting you over the radio. Use the radios to confirm the nature of the incident.

**A) If it is an Extreme Weather incident then sound the klaxon repeatedly (in black bag) to alert swimmers that they need to return to shore**

**B) If it is a serious emergency incident involving a swimmer then:**

1. Confirm the incident with the kayaker and radio call for the venue staff to deploy the launch
2. Sound the air klaxon (to be found in the black bag) to alert the swimmers
  - a. Kayakers should repeatedly strike their paddles against the side of the kayaks to alert swimmers
  - b. Nearby swimmers are to remain close to the incident to assist the launch if required
  - c. Other swimmers are to congregate into groups and keep clear of the incident area to allow the launch full access
3. Once launch has picked up casualty sound the air klaxon again to tell swimmers it is safe to VACATE the WATER
4. You or the venue staff should arrange for emergency services to be called and attend ensuring an accurate description of the location is given. There is a landline in the Venue manager's office.
5. First Aid is available via medically trained club members and venue staff who are all first aid trained. A defibrillator is located in the Venue office.
6. If the casualty attends hospital then arrange for someone to go with them
7. Contact the next of kin (list of next of kin and pre-existing conditions in black bag)
8. Make a record of the incident in the accident book (to be found in black bag)

**If it is confirmed to be a minor incident not requiring any further offsite treatment then you can allow swimmers back in the water once you and the kayakers are ready.**