

Pevensey Bay Sailing Club



Major Incident Policy (supplement to flow chart)

DRAFT v8.8.26

A major incident is an event that ***has caused or is likely to cause a significant injury to one or more people and is beyond the resources available in the Club to deal with safely.***

The most senior club member on site must dial 999 and request assistance from the emergency services as soon as a major incident occurs. 999 will connect with the Coastguard and other relevant emergency services

In the event of enquiries from the press, they should be directed to the commodore who will issue a statement after consultation with the Executive Committee.

This policy will be reviewed on an annual basis or in the event of any major incident occurring.

Assuming Responsibility:

The most senior club member present will be informed of and must initiate the following actions . They will announce their leadership quickly and clearly (This will be a committee member if there is one on site). They will site themselves so they can direct activities and other club members can find them easily, this is likely to be in the racebox. Other appropriate members should be swiftly recruited to assist as needed.

Actions to be taken for Major Incident:

If the incident is at sea

- Other club members to be swiftly recruited to support
- Appoint spotters to monitor positions of all people at risk where possible.
- Note the position and number of persons in the water where possible.
- Direct teams/ribs to effect rescue/initiate search only if safe to do so
- RIBs should begin to effect rescue of all casualties if possible and safe, liaising with the club, and emergency services. RIB crew should attempt to keep the club updated as frequently as possible.
- The use of a mobile phone and/or vhf is preferable or there is the telephone in the Racebox
- Station someone at the car park entrance, the front of the club and on the water's edge, as appropriate, to direct the arriving emergency services by road/sea.
- Evacuate as necessary to give emergency services easy access.

- Seek first aid assistance if appropriate. Club first aid kit and Defibrillator (AED) are situated on the ground floor beside the door
- Instruct RIBS to order all boats off the water if possible unless this would compromise the rescue and care of casualties. Boats should be called off the water with repeated blasts on the klaxons and verbal instructions/hand signals from the RIB and or Racebox.
- Boats landing should be kept away from the incident.

Contact a committee member as listed below if not already involved

If the incident is on land-

- Senior member to make rapid assessment of situation
- Other club members to be quickly recruited to carry out range of supporting actions such as
 - organising First Aid/First Aiders/. First aid kit and Defib (AED) are situated on the ground floor beside the door
 - evacuating areas of club as required
 - accounting for all present and those possibly missing
 - being stationed at car park entrance, beach, club door

Contact a committee member as listed below if not already involved

General procedures

- Give priority to personal safety and saving lives over equipment and boats.
 - Only stand down if directed to do so by the emergency services.
 - The incident is only over when all personnel are accounted for and there is no further danger and all concerned are fully advised (e.g. families of all casualties).
 - Keep emergency services up to date with developments.
 - If needed, a Membership List containing home addresses and emergency contact numbers can be accessed via membership secretary on webcollect
- Members with webcollect access
- Lucy Potterton tel? Justin Pollard ? A n other?

Record keeping

- Make clear notes of actions taken, event happenings, times etc.
- Collate a list of all casualties and possible missing persons
- Note hospitalisation details of casualties.
- Keep all notes and review the policy after an incident and amend if necessary.

Committee Members to be contacted (only one necessary)

Commodore Justion Pollard 0787 3537882 Vice Commodore Duncan Tanner 07845 405091