Lost Runner Policy

This policy is specifically for dealing with an overdue runner at the end of a SOGO Adventure Running Navigation station. For other types of emergencies and general policies (First Aid/Medical, natural disaster, encounters with large wild animals) please consult the Foothills Orienteering Club's Emergency Action Plan. All SOGO Adventure Running staff are required to read this safety document upon confirmation of employment.

General

1. Adventure Running is an outdoor activity that carries a risk of personal injury due to natural and man-made hazards or environmental conditions. The potential exists for participants to become temporarily lost. While the participant and their parents acknowledge these risks, the organizers of SOGO Adventure Running have developed a detailed safety plan to minimize risk and to carry out a rapid response to overdue participants, minimizing harm.
1. The plan should provide sufficient details for specific actions and responsibilities to prevent the situation from becoming worse. *The key to this plan is to act quickly, have good communication between searchers and the ability to have rapid communication with emergency services in the area*.
2. In the event of an incident where legal action is taken, our best defense is to demonstrate that organizers exercised "due diligence". This is "…the level of judgment, care, prudence, determination, and activity that a person could reasonably be expected to exercise under particular circumstances." A judge or jury would consider whether the incident was "foreseeable" (could a reasonable person have foreseen that something could go wrong?); "preventable" (was there an opportunity to prevent the incident?); and "controllable" (who was the responsible person and what could they have done to prevent the incident?).

In the case of a lost child, the Search leader will be the SOGO Head Coach. If the Coach is not present, The Junior Programs Coordinator will coordinate the search or will delegate this position to another coach/parent.

Overdue Person

1. Preventative measures
    a. Participants will be told the safety bearing on their map if applicable
    b. A group coach will be assigned to do continual "head-counts"
    c. Group coaches will carry their group's attendance at all times to assist in quickly identifying a missing runner
    d. Navigation exercises will either be planned in a "star formation" or have a sweeping coach if in a loop.

2. Identification of overdue competitors
    a. At the completion of a station, the Group Coach will do a head-count to ensure all runners are present.
    b. If a runner appears to be missing, a coach will quickly establish who the runner is using the attendance and help of the group.
    c. Establish how many adults are available to search if necessary (one coach will take the remainder of the group to their next station or to the meeting area.

3. Determining if a search is necessary: The search leader will
    a. Be the Head Coach if present at the station, or the station coach, or another coach or parent that the head coach or stations coach delegates.
    b. Call out for the lost child
    c. Establish where the child was last seen and gather information about the child (clothing)

4. Initiating a search
    a. The key to searching for a SOGO Runner will be to act quickly because the runner should be in a very small radius
    b. The search leader will announce an organized search, and will discourage any unorganized searching. Available searchers will be assembled and instructed about search procedures. The importance of teamwork and communication will be emphasized. Parents of lost children are not to be part of the search. Directions for Parents below*
    c. Write down the names of searchers and their phone numbers.
    d. Search leader will establish searching routes/areas on maps
    e. Search Leader will hand out maps with search area, search leader phone number, and the written direction *call or return back to the start location in 15 minutes.* If there is no cell reception, the search leader will assign a firm time to return back to the assembly area even if the runner has not been found.
    f. A search may include, but will not be limited to:
        i. searching parking areas, washrooms, other nearby facilities, start finish areas
        ii. driving cars on the roads bounding and crossing the map (safety bearing features).
        iii. sending **experienced** orienteers out to the control locations and surrounding areas
    g. After 30 minutes of searching has elapsed and searchers have called checked back in, the search leader will decide whether to continue the search or to call Emergency Services.

***Instructions for Parents during the search**

The Search Leader will communicate with (or delegate someone to communicate with) the parents of the lost child. The purpose is to reassure them and prevent them from rushing out to search for the overdue runner. They are to be given a seat, reassured, and informed of the process that is being followed. This person(s) must not be allowed to leave until the overdue person has been found.

It is very important that no uncoordinated searches occur because this can lead to more unaccounted for or lost runners.

a. Communicate with friends/family to explain what will be done to locate the person and to ensure that no uncoordinated searching begins.
b. Gather information about the overdue person to assist the search (consulting other participants and coaches about possible sightings and status, clothing, start time, skill level)

5. Calling in Emergency Services
    a. After an initial organized search, or at any time the search leader deems it necessary, Emergency Services will be contacted for assistance in Search & Rescue.
    b. The decision to request Emergency Services may include the following factors:
        - age, health, experience of the participant
        - weather conditions
        - amount of daylight left
        - nature of the terrain
    c. The Emergency Services will assume responsibility for the search once assistance has been requested.

Emergency Services Contact

Emergency services will coordinate any required emergency services such as EMS, RCMP, search and rescue, or forest fire response.

For events within the city of Calgary, Dial 911.

Tips for the Search Leader and searchers

1. The leader must give clear and concise instructions. Have searchers repeat their instructions back to you.
2. Make noise. Be constantly calling out the name of the lost runner
3. Be systematic and thorough. After being assigned an area, be sure to cover all trails within the area.

Injured Participant Policy

Adventure running and orienteering have inherent risks. All efforts will be made to reduce the risk of injuries and to aid in a quick response. The most likely first aid scenarios are an injury from a fall (rolled ankle, bumped arm, scrapes), and will be remedied by ice, tensor bandages, or cleaning and dressing a wound. Stings are another possible injury.

1. Preventative and Proactive measures
    a. The head coach will scout locations and take safety into consideration when planning all activities
    b. The group coach will carry a small first aid kit with basic supplies to assist with a minor injury
    c. A more extensive first aid kit will be on site at the parking area
    d. The head coach will have participant emergency contact and health information at the site (allergies, etc)
2. Injured Participant
    a. The Head Coach or another available coach will decide which of the following responses the injury requires
        i. The participant has a minor injury, will be attended to and continue participating in the station
        ii. The participant has a significant injury, will be attended to and will be finished participating for the evening
        iii. The participant has a major/serious injury and emergency services should be called.
    b. The coach present will find a coach with Standard First Aid training who will initiate the following response for each scenario
        i. Remedy the injury with basic first aid, ice, cleaning, rest, elevate etc. Comfort the child and help them decide if they can continue to participate.
        ii. Provide whatever immediate care is possible and help bring the participant to the meeting point. Designate a parent volunteer to find the head coach ASAP to help respond and call the parent.
        iii. Designate a parent volunteer to find the head coach ASAP to help respond and call the parent. Use good judgement and call 911 if/when necessary.
    c. In all scenarios, the coach present MUST report the injury to the Head Coach before the end of the program. The Head Coach will speak with the parent of the child during pick-up and will record the incident.