



LYME REGIS SAILING CLUB Ltd

SEA EMERGENCY:- RO, INSTRUCTOR, COACH ACTION CARD

The following Officer in Charge (OIC) actions have been extracted from the Overarching Sea Emergency Action Plan.

Actions by OIC (MINOR INJURY to participant/s)

- Inform **Beach Master** with the following information:
 - Type and extent of injury
 - Estimated time to reach the harbour
 - Action required
- Transport casualty to harbour as soon as possible.
- Note the position of the craft, if it is left.

Actions by OIC (MAJOR INJURIES or MAJOR INCIDENT)

- Decide on services to be alerted and tasked.
- Radio Solent Coastguard on Channel 16 if additional emergency support is required at sea.
- Inform the **Beach Master** and Harbour Master (if available on VHF Channel 14) about the nature of the incident, including numbers of boats and people involved and what services need to be alerted (Coastguard/Ambulance).
- Arrange transport for the casualty/casualties to the harbour as soon as possible.
- Note the position of any craft left on the water.
- Take whatever actions necessary to ensure the safety of the remaining participants on the water.

SITUATIONS INVOLVING THE EMERGENCY SERVICES

Once the decision has been made to involve the Emergency Services, they will take over and run the situation, but there may be an interim period when they have yet to arrive. To aid their operations and investigations:

- Delegate an incident recorder to gather together all those directly involved and get statements and contact details.
- Make and retain a record of actions taken.
- Gather into a safe area any equipment relevant to the incident such as boats, lifejackets and safety equipment.
- In the case of a fatality the police will notify the next of kin.

Once the OIC is ashore, discuss and agree required ongoing actions & roles with the Beach Master



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MEDIA FOCAL POINT

The person designated as the Media Focal Point should be close to the Incident control point (e.g. Harbour Master's Office or Club Office) and take overall charge of communications with the media.

- No press statement should be made until discussions have been held with a senior LRSC Club Flag Officer and Emergency Service liaison.
- He/she should supervise all contact with the casualties' next of kin, parents/guardians as appropriate.

DEBRIEFING

To minimise any trauma, people directly and personally involved in a serious accident should be given the opportunity to discuss the situation with a senior member of the Club within two days of the incident.

EMERGENCY TELEPHONE NUMBERS

- Emergency services – Ambulance, Coastguard, Fire: 999
- Lyme Regis Harbour Master Office: 01297 442137 Mobile: 07870240645

Defibrillators are located on Victoria Pier and outside the Harbour Master's office.