

Deep Pool Emergency Action Plan:

- In case of an emergency, the lifeguard that sees the accident should immediately alert the other lifeguards by blowing the whistle at a time other than a safety check.
- David will immediately contact Gary about the situation via Walkie Talkie and the office will call EMS
- Primary Rescuer begins the save right after he/she has blown the whistle alert
- Secondary Rescuer will be first person to see the primary rescuer making the save and he/she should begin to assist the primary rescuer instantly
- If there is another Deep Pool lifeguard, he/she should make sure to be watching the Deep Pool, getting the campers out safely to the side of the pool
- If there is not another deep pool lifeguard, then a lifeguard from the L pool will immediately come and get the campers out of the Deep Pool
- Use the counselors to assist in getting the campers out. Just stay calm so the campers will stay calm.
- As soon as the whistle is blown alerting the lifeguards of an emergency in the Deep Pool, the L pool lifeguards should immediately do a safety check
- David will get any necessary equipment for the lifeguards making the rescue
- A head counselor will meet EMS at the parent pick up area and brief them on the situation while taking them to the primary rescuer in order to take over

L Pool Emergency Action Plan:

- In case of an emergency, the lifeguard that sees the accident should immediately alert the other lifeguards by blowing the whistle at a time other than a safety check.
- David will immediately contact Gary about the situation via Walkie Talkie and the office will call EMS
- Primary Rescuer begins the save right after he/she has blown the whistle alert
- Secondary Rescuer will be first person to see the primary rescuer making the save and he/she should begin to assist the primary rescuer instantly
- Two L pool lifeguards should make sure to watch the campers, and to get them out of the pool quickly and safely
- Use the counselors to assist in getting the campers out. Just stay calm so the campers will stay calm.
- As soon as the emergency whistle is blown in the L Pool, the Deep Pool should do a safety check
- David will bring any rescue equipment needed to the L pool primary rescuer
- A head counselor will meet EMS at the parent pick up area and brief them on the situation while taking them to the primary rescuer in order to take over

Kiddy Pool Emergency Action Plan

- In case of an emergency, the lifeguard at the Kiddy Pool that sees the accident should immediately alert the other lifeguards in the other pools by blowing the whistle at a time other than a safety check.
- Right after the lifeguard on duty at the Kiddy Pool blows the emergency whistle, he/she should begin making the rescue
- David will immediately contact Gary about the situation via Walkie Talkie and the office will call EMS
- The senior counselor at the pool will then begin getting the campers out of the pool. The assistant counselors should help with this as well
- When the whistle has been blown, Karen will take over L 1 and Jon will go to the Kiddy Pool and act as the secondary rescuer
- David will get any necessary equipment for the primary rescuer
- A head counselor will meet EMS at the parent pick up area and brief them on the situation while taking them to the primary rescuer in order to take over

Severe Weather Emergency Action Plan
(Purpose: To clear pool and keep campers and staff safe and dry)

- In case of a severe weather incident, which would include: thunder, lightning, and severe rain. David will tell all three pools to blow the whistle and do a safety check
- David will let Gary know that the pools are closing due to severe weather
- With all campers on the safety wall, the lifeguards should make sure that everyone is safe
- In this situation, make sure that all counselors stay calm so that the campers stay calm
- A counselor will go to the locker room to prepare for the campers as they enter
- With the campers seated on the wall a lifeguard will dismiss them in an orderly fashion
- All lifeguards need to make sure that the campers are not running while they leave
- This importance of walking needs to be emphasized before the campers are dismissed
- The lifeguards are the last people out of the pool and make sure the gates are closed
- Once the pool is cleared of everyone, the lifeguards will go to their respected locker room
- Instructions for the locker room:
 - All lifeguards will go into their respected locker room, and make sure that no campers are in the rain, and no camper bags or shoes are in the rain
 - If needed, find spots for campers to take coverage from the rain, but make sure to keep the campers bags and shoes with the campers
 - Lifeguards will help any camper in need
 - The counselors should bring their group to the front entrance of the male locker room, making sure that they are still covered (lifeguards may help them if they need it)
 - Campers with rain gear should have it on, and other campers should wait until a camp administrator arrives with umbrellas
 - The group should then leave and head to the picnic pavilion, always walking
 - If the rain, thunder, or lightning is too severe, then all groups will wait in the locker room, staying dry, until the weather has lightened up and it is safe to walk to the picnic pavilion.

Incident Report Form

Incident Report Form

Date of Report: _____ Date of Incident: _____ Time of Incident: _____ AM PM

Facility Information

Facility: _____ Phone Number: _____

Address: _____ City: _____ State: _____ ZIP Code: _____

Information on Person Assisted (Complete a separate form for incidents involving more than one person.)

Name: _____ Age: _____ Gender: Male Female

Address: _____ City: _____ State: _____ ZIP Code: _____

Phone Number(s): Home: _____ Work: _____

Family Contact (name and phone number): _____

Incident Data

Location of incident: _____

Description of incident: _____

Did an injury occur? Yes No

If yes, describe the type of injury: _____

Witnesses (Attach witness descriptions of incident)

1. Name: _____ Phone Number: _____
Address: _____ City: _____ State: _____ ZIP Code: _____
Witness description of incident: _____

2. Name: _____ Phone Number: _____
Address: _____ City: _____ State: _____ ZIP Code: _____
Witness description of incident: _____

Care Provided

Did victim refuse medical attention by staff? Yes No

If yes, have victim (parent or guardian for a minor) sign here: _____

Date: _____

Signature of witness to the refusal of care: _____

Date: _____

Did facility provide care? Yes No

Name of person(s) that provided care: _____

Describe in detail the care provided: _____

Were emergency medical services (EMS) personnel called? Yes No

If yes, by whom? _____

Time EMS personnel called: _____ AM PM

Time EMS personnel arrived: _____ AM PM

Was the victim transported to an emergency facility? Yes No

If yes, where? _____ If no, person returned to activity? Yes No

If the victim is a minor, were the minor's parents contacted (if not present)? Yes No

Facility Data

Number of lifeguards on duty at time of incident: _____

Number of patrons in facility at time of incident: _____

Weather condition at time of incident: _____

Water condition at time of incident: _____

Deck condition at time of incident: _____

Name(s) of lifeguard(s) involved in incident: _____

Report Prepared By:

Name: _____ Position: _____

Signature: _____ Date: _____

Attachments Note any attachments such as an EMS personnel report or follow-up conversations with victim and/or parents or guardian.