



## **EMERGENCY PLAN**

### ***OBJECTIVE:***

***TO PROVIDE A SAFE ON-WATER ENVIRONMENT FOR PARTICIPANTS HAVING REGARD FOR BOTH EXPECTED AND UNFORSEEN CONDITIONS***

This document provides the following:

- **Minimum safety requirements for the conduct of training and activities.**
- **A coordinated emergency plan for Mornington Yacht Club activities.**
- **Recommended responses by rescue boats and emergency services under control of the rescue coordinator**

# CONTENTS

1. Responsibilities
2. Minimum Safety Requirements for Conduct of Activities and Training
3. Control of Rescue Boats
4. General Operation of Rescue Boats
5. Departure from Patrol / Instruction area and dismissal
6. Rescue Co-ordination
7. Patrol Plan
  - 7.1. On Station
  - 7.2. Leaving and Returning to shore
  - 7.3. During on-water activity / instruction
  - 7.4. Assistance to participants
8. Major Incidents
9. Medical Assistance
10. Rescue Team
  - 10.1. Personnel
  - 10.2. Principle Race Officer
  - 10.3. Radio Operator / Telephone Operator
  - 10.4. Recovery co-ordinator
  - 10.5. Beach Party
  - 10.6. Lookout
11. Emergency Phone Numbers
12. Map of training area
  - 12.1. Appendix 1 – Communications Plan Radio Log
  - 12.2. Appendix 2 – Recommended class windspeed limits
  - 12.3. Appendix 3 – Sports officials Code of Ethics

## 1. RESPONSIBILITIES

### SAFETY

#### **Personal Buoyancy**

All participants shall wear personal flotation devices which are in good condition and are in accordance with the specifications issued or approved by the State Government of Victoria.

All instructors shall wear personal flotation devices which are in good condition and are in accordance with the specifications issued or approved by the State Government of Victoria.

### TRAINING MANAGEMENT

All Training personnel will place the safety and welfare of the participants above all else and accept responsibility for their actions.

Monitoring the fleet and observing the weather conditions are important tasks during training. Patrol teams must be strategically briefed to respond to emergencies.

***In an emergency the priority is to save lives, not the boats. Drifting or anchored boats can be picked up later. Safety of competitors will always override the preservation of yachts.***

## 2. MINIMUM SAFETY REQUIREMENTS FOR CONDUCT OF TRAINING:

Briefing:

- Staff members and volunteers assisting with a program should always be briefed by the Principal Instructor on the rescue coordination plan before training commences.
- The Principal Instructor should always brief the Principle Race Officer, if available on the planned day activity.

Training Personnel:

- Sufficient personal to resource instructor boats.
- Instructors to have attended an instructor course which included a "Risk Management" module.
- Principle Instructor to be accredited to minimum completion of Instructor certificate
- All personnel and staff involved with training to have a Working with Children card.

Rescue Boats:

- Sufficient personnel to resource all rescue boats.
- Rescue boats to be suitable for conditions expected.
- Rescue boats to be fully provided with all safety equipment as required by state law.
- Rescue boats to be equipped with chain and flags in case of abandoning boats

Weather Information:

- Local weather forecast to be obtained from the Bureau of Meteorology and made available prior to training activity
- All in staff involved in training to be briefed on expected weather.

First Aid Provision

- One qualified person at all times at the venue capable of providing first aid.
- A current level 1 First Aid certificate is a minimum, Level 2 preferred for staff.
- Staff to carry MYC first aid pouch during instruction.