

CARDIFF BAY YACHT CLUB

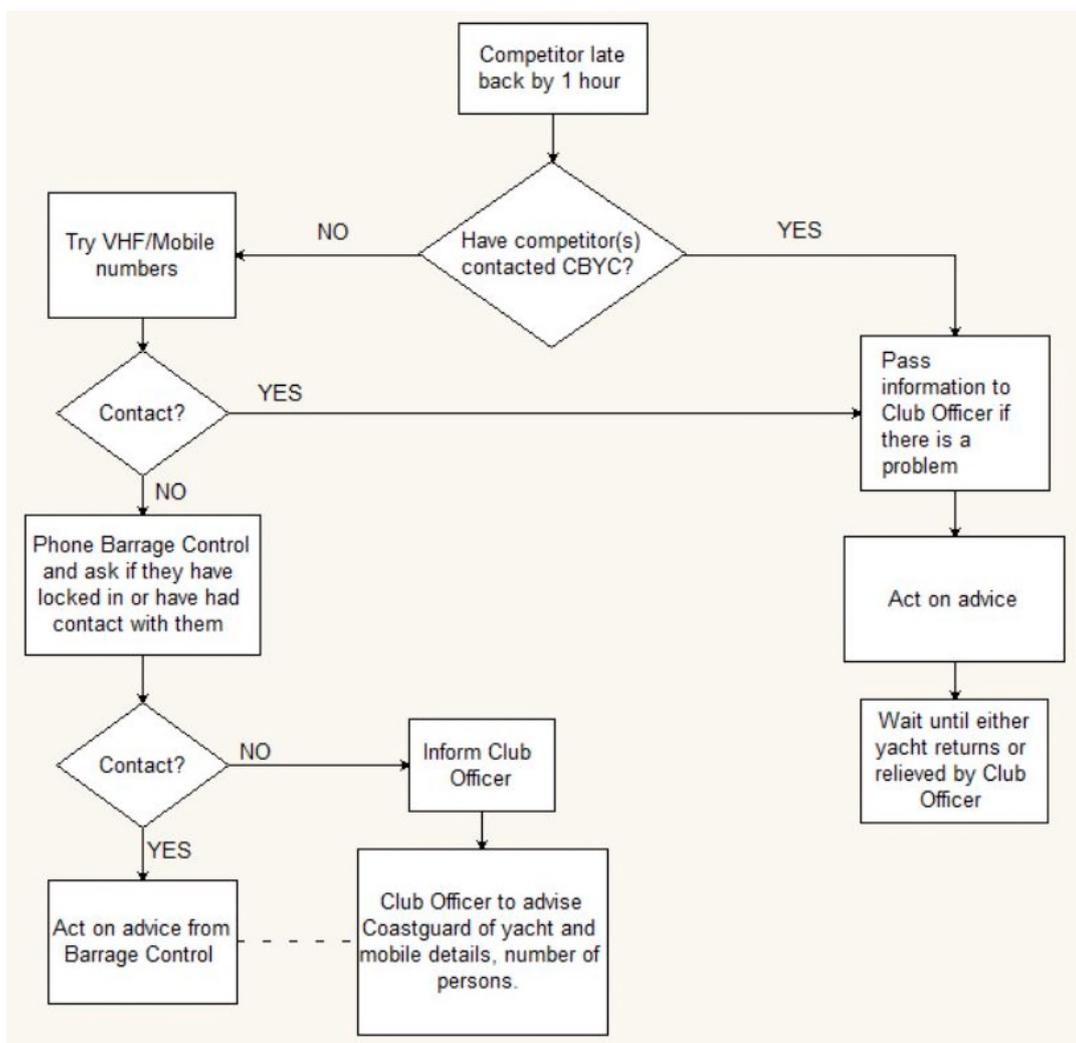


T.A.R.S.

Emergency Procedures Advice for TARS Race Officers

Events in Bristol Channel

This flow chart below provides guidance to the RO in the event a competitor does not return within the expected period.



Training School Principal:
Commodore:
Rear Commodore:
Coastguard:

07770 968333
07831 203450
07866 590376
999

Chief Instructor:
Vice Commodore:
Treasurer:
Barrage Control:

07767 403624
07717 753793
07463 799797
029 2070 0234/ Ch. 18

In Case of an Accident

In the event of an accident either within or outside Cardiff Bay involving personal injury the following procedures must be followed by the RO:

- All injuries, other than minor cuts and abrasions, should be recorded on the **Accident Book** which is kept in the Club Office. It is a requirement that both the injured party and the RO sign the entry. If the circumstances of the accident are not clear, notes of the accident must be made.
- Any **near misses or incidents** that could have lead to injuries must be recorded in the accident book.
- If there is any doubt as to the nature or seriousness of the injury a Club Officer shall be informed and the casualty brought to medical attention as soon as possible. If a participant receives any head contact with the boom (other than minor contact) the casualty should be recommended to attend a hospital for check up.
- The RO is responsible for establishing the whereabouts of the nearest Doctors surgery and Casualty department (on wall in Office and training room).
- An ambulance can be obtained by ringing 999, converse with ambulance regarding EAP (emergency access point) which will usually be the Club slipway, The RO must arrange for the ambulance to be met at the gate.
- The following details should (where possible) accompany a casualty requiring medical attention:
 1. Full name
 2. Home address
 3. Home Doctor's name and address
 4. Details of accident
 5. Any known medical condition

Major accidents and dangerous occurrences are legally reportable under the requirements of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR). Full details are noted in the Accident and Emergencies section of the Health and Safety at Work guidance notes. Any accident or incident which causes injury in the Bay or in the Bristol Channel must be reported to a Club Officer for onward reporting to Cardiff Harbour Authority and/or MAIB

In the event of a fatality

- Inform the Commodore (07831 203450), Vice Commodore (07717 753793), Rear Commodore (07866 590376) or Treasurer (07463 799797) as soon as possible.
- One of the above will take overall responsibility and report the incident to the Police, MAIB, RIDDOR and RYA as soon as possible.
- Make no comments to others who are not involved in the incident.
- Make no statement to the Press and take care to avoid casual conversations. This will help protect the confidentiality of the incident until the next of kin is informed.
- Follow the directions of the Club Officer in reporting the incident but, as soon as possible after the incident, note:
 - The time scale of the incident
 - The names and addresses of any witnesses or people involved in the incident

- A brief history of the incident.

It is essential to give moral support to a colleague who has been involved in a fatality.

In the event of an accident never question your judgement. If you deem it necessary to call in outside rescue agencies, it is better to ensure the safety of participants than to dent your pride.