



## Club Emergency Procedures

Name of club:

Dorking Swimming Club

Name of person responsible for session / competition:

Jaz Strudwick – Lead Coach (Masters, Excel, Competitive Development, Junior 1 & Junior 2)

Details of session / competition:

Tuesday Evening – 6:15pm – 8:45pm

6:15pm – 7:30pm Competitive Development & 7:30pm – 8:45pm Excel

Friday Evening – 7:30pm – 9pm

7:30pm – 9pm – Masters Squad

Facility: (Information to be provided for each facility)

St Teresa's School, Effingham Hill, Dorking, Surrey, RH5 6ST

Process for accident reporting:

Inform Lead Coach and nominated Welfare representative, record in club accident book and complete the schools sports centre accident report.

As outlined in the facility emergency action plan (EAP) what action should be taken in the event of an emergency?

Swimmers leave the pool under instruction from Lead Coach/Coach and on-site caretaker. Register to be checked. If evacuation is required, move to assembly point as directed.

Details of where the emergency contact details of swimmers and volunteers helping in the session are held:

Lead Coach and all coaching team have all contact details, through TeamUnify.

Identify the location of the facility first aid kit and phone to use in case of emergency:

First aid kit on wall in the corner near poolside phone, on-site caretaker contactable throughout all our sessions. Emergency phone on the school site.

Date completed: 22/05/2022

Name and Signature of person completing form:

Julie Russell

All persons in charge of club sessions must be aware of the facilities normal operating procedures (NOP) and EAP as above. These should be strictly followed.