

# Emergency Action Plan

Open water swim venue at:

Barnt Green Sailing Club, Upper Bittell Reservoir, Cofton Church Lane, Cofton Hackett, Birmingham, B45 8BH.

Grid Ref: SP017 748

**One EAP must be completed for each venue.** If any EAP details change, a new EAP form must be completed with the new details immediately.

Location of the nearest telephone:	Warden's Cottage beside changing rooms building, and mobile phone of observer in elevated control box.	
Location of the nearest first-aid qualified person:	At water entry/exit point or on safety boat	
Location of first-aid equipment:	In Boat Shed beside water entry/exit point	
Location of the nearest AEDs (defibrillators):	<p><b>Barnt Green Village</b>            Box No. 2855  <i>The Locker Room (screen printing and trophies) - next to Post Office, on side wall</i>            63 Hewell Rd, Barnt Green, Birmingham <b>B45 8NL</b>            (Left at top of lane, then right at mini roundabout past railway arch)</p>	<p><b>Cofton Hackett</b>  <i>Outside Hopwood Vets, Lickey Road</i>            498 Lickey Rd, Cofton Hackett, Birmingham <b>B45 8UU</b>            (Right at top of lane, across at roundabout, at end of row of small shops)</p>
Action to take in case of an emergency:		
<ul style="list-style-type: none"> <li>▪ <u>Swimmer in difficulty:</u>                -Spotter to alert life guard and safety boat driver, using radio communication as appropriate.                -Safety boat deployed with life guard to assist swimmer.</li> </ul>		
<ul style="list-style-type: none"> <li>▪ <u>Swimmer significantly off course.</u>                -Spotter to alert safety boat using radio communication as appropriate. Rescue boat driver to advise swimmer to return to the course.</li> </ul>		
<ul style="list-style-type: none"> <li>▪ In all cases where the available lifeguards need to accompany a swimmer away from the lakeside, the swimming session must be halted and all swimmers requested to leave the water immediately.                -Spotter to sound the hooter from the watch-tower to alert swimmers.</li> </ul>		
<ul style="list-style-type: none"> <li>▪ <u>Swimmer in need of medical attention:</u>                -First aider at water entry/exit point to apply first aid/ assess whether further medical intervention is required.                -If required swimmer to be accompanied to hospital, either Birmingham (25 min 8 miles) or Redditch (25min 11 miles), route description cards are held in the elevated control box and are to be taken on the journey to chosen hospital.                -If injured party cannot be moved Ambulance to be called to attend at address above.                -One person to be delegated to stand by the gate entrance to the car park to direct the Ambulance to the casualty.</li> </ul>		
<ul style="list-style-type: none"> <li>▪ <u>Swimmer experiencing the effects of cold/hypothermia:</u>  <u>Early mild symptoms:</u> On reaching dry land swimmer to be wrapped in foil blanket, stock in the Boat Shed beside the water entry/exit point, or use dry-robe, blankets, clothing as necessary covering head and body; accompany swimmer to the changing rooms where hot showers are located, re-warm slowly.                Warm sweet drinks are available in the sailing club bar, adjacent to the changing rooms.  <u>Hypothermia:</u> Cover as above, and insulate from the ground. Move to warm changing rooms, lie down with legs raised. Monitor, if patient does not respond commence Basic Life Support as necessary.                If the swimmer does not respond to warming then an Ambulance is to be called as above.</li> </ul>		

▪ Swimmer exhibiting the effects of Heat Exhaustion  
-Move swimmer to cool surroundings. Areas shaded from the sun are found close to the boat sheds adjacent to the swim exit point.  
-Remove excess clothing, especially wet suit.  
-Cool skin temperature using cold water/ice available from the sailing club bar adjacent to the changing rooms.  
-If the swimmer can drink, administer sports drink, available from the sailing club bar.  
If swimmer does not respond or deteriorates summon Ambulance.

▪ Fire in changing rooms building or in any of the boat sheds.  
- Evacuate buildings.  
- Call Fire Brigade to address above.  
- Muster in car park.  
- Keep entry roads clear.

▪ Unacceptable behaviours:  
- Physical assault on volunteers, other participants or spectators. Offer to call Police.  
- Sexual assault on volunteers or children: Call Police. Sexual assaults on other parties offer to call Police.

▪ Thunder storm, with lightning:  
▪ If a Thunderstorm is known to be within one hour of the venue no swimming is to be allowed.  
If lightning is unexpectedly seen anywhere in the sky whilst swimmers are in the water:  
- IMMEDIATELY:  
- Instruct the safety boat driver to instruct all swimmers to exit the water by the quickest safe route.  
- Sound the Klaxon horn from the elevated control box to alert swimmers  
- Cancel the swim, with no return until one hour after the storm has passed.

▪ Risks of infection:  
- Swimmers exiting the water with broken skin: wound to be immediately cleaned with clean cold water, available from The Bar in the sailing club adjacent to the male changing rooms, and swimmer advised to seek further medical attention.  
- Body fluids touched by first aider: immediately washed with clean water.

▪ More than one swimmer exits water feeling ill without good explanation:  
- Suspend the session and ask swimmers to exit the water  
- Restart sessions only when a new water quality certificate is obtained.

▪ Unauthorised craft on the water.  
▪ During swim sessions, the lake is closed to all craft, except for the rescue boat.  
▪ If an unauthorised craft is launched the rescue boat should be deployed to ask the users to immediately leave the lake by the safest route.  
▪ If the craft does not respond, immediately suspend the session instructing all swimmers to leave the water by the safest route. Report the incident to the Bittell Warden and the Sailing Club Commodore.

Accident report to be completed for all emergencies and submitted to the BRAT club welfare officer. Further reports re unacceptable behaviours to be forwarded to British Triathlon Child Protection Officer, NSPCC, Worcestershire Local Authority, and Police as necessary.

Advise the Bittell Warden of emergencies which require attendance of emergency services.  
Name: Fred Rollins Tel: 07719 575351

Inform the Commodore of the Barnt Green Sailing Club of emergencies, as soon as possible post event.

Name: Mike Pickworth Tel: 01905 20774588 Mob: 07890 899331 E: commodore@bgsc.uk  
Also: Chris Pack: M:07875 650960 and Robin Brown M: 07801 137986 E: robin@aabrownandsons.com