



# Bramcote Swimming Club

## Club's Emergency Procedure

If there is an accident at the pool, the following procedure must be followed

- 1 Stay calm but act swiftly and observe the situation. Is there any danger of further injuries?
- 2 Listen to what the injured person is saying.
- 3 Inform the pool staff who will assess the situation and follow their emergency plans
- 4 Deal with the rest of the group and ensure that they are adequately supervised.
- 5 Records are kept of all telephone numbers of the swimmers. The swimmers parents must be called immediately if not present at the pool.
- 6 An accident report form must be completed and a copy retained by the club and a copy given to the swimmer.
- 7 The incident must also be recorded in the Club Accident/Incident book (in the filing cabinet) and the Club's Secretary must be notified.