



Foynes Yacht Club Sailing Academy

Emergency Action Plan

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Introduction

This document lays out the procedures that will come into force in the event of an Emergency at Foynes Yacht Club. This EAP will be reviewed on an annual basis, or after a major incident.

This document is to be viewed by all club members at Foynes Yacht Club in conjunction with the current "Standard Operating Procedures".

For full information on safety and risk assessment please refer to the FYC Safety Statement.

Each incident can be dealt with from 2 major areas, **onshore***, and **on water****.

The Club Safety Officer along with the names of club safety duty personnel and their duties is also listed within this document, this list will be updated when new club members are trained or when club members cease their involvement with the Club.

Safety Duty Officers

In the event of any incident the Safety Duty Officer shall be the Club Safety Officer, OOD or the Senior Instructor, depending on activity.

Safety Duty Officer

- Raising the alarm
- Assigns a member of club to contact emergency services.
- Co-ordinates evacuation
- Final head count of all club members and persons present at the club

Members who are qualified in First Aid

A list of club members trained to deal with emergency situations is posted on the club noticeboard, their own personal safety is of utmost importance but they are also aware that they must endeavour to remove others from danger as soon as is possible.

Fire

On Shore:

- In the event of a fire the alarm should be raised immediately.
- Emergency services should be notified (112)
- Safety Duty officer ensures Club members evacuate to the assembly point in the Car Park
- A head count to ensure all are accounted for

Small/localised fires:

- In the event of a small fire club members may attempt to extinguish it immediately with appropriate extinguishers.

Fire extinguishers are located in the following places:

Clubhouse – Main Corridor, downstairs – CO2 2kg & Foam 6kg
All extinguishers to be maintained annually or after discharge

On the water:

- In the event of a fire a club member or Safety Duty Officer should be immediately notified
- Under no circumstance should club members attempt to remove the cover from an engine where fire is suspected
- The club member/ members may need to immediately evacuate the craft with all personnel, alternatively the fuel tank should be jettisoned (thrown overboard)
- The Club safety officer should be notified as soon as possible.

- Emergency services should be notified (112)
- Club members conduct head count to ensure all are accounted for
- Where necessary another craft will be dispatched to recover club members and others from the water.

Medical Emergency

On Shore:

- In the event of an incident a club committee member should be immediately notified
- The safety officer should be notified as soon as possible
- Emergency services should be notified (112 Ambulance)
- A Trained First aider stabilizes injury with assistance from other club members if required
- Safety Duty Officer co-ordinates club members to take control the situation

On the water:

- In the event of an incident the Safety Duty Officer/OOD should be immediately notified. Persons onshore should be notified by VHF Radio (Channel 72)
- Emergency services should be notified (112 Ambulance)
- The Safety Duty Officer/OOD involved should attempt to stabilize the situation and await assistance
- Where necessary another craft will be dispatched to assist with first aid or to recover casualty

For any First aid situation the first aid equipment is located in the following areas:

- Downstairs office – cabinet labelled ‘First Aid’. Key to office in glass cabinet opposite office door.
- Safety Boats if afloat
- Sailing Academy

Missing Person

On the water:

- In the event of a missing person all other club members in the area should be immediately notified and dispatched to assist in the search.
- The OOD/Safety Duty officer should notify the Emergency service (112 Ambulance Coast guard)
- Those onshore at the club should be notified by VHF (Channel 72)
- The Safety Duty Officer involved should ensure that others on the water stay together and safe until assistance arrives or go ashore if safe to do so.

Chemical Spill

On Shore:

- In the event of a Chemical spill the Club Safety Officer should be immediately notified.
- The Safety Duty Officer should be notified immediately.
- Emergency services should be notified (112)

If evacuation is required follow these steps

- The Safety Duty Officer directs club members to evacuate to the assembly point (in the car park) if necessary.
- A Club member conducts head count to ensure all are accounted for.

Where evacuation is not necessary

- Clean up the spill using cleaning products.
- Ensure PPE (i.e. gloves, mask, glasses and coveralls) are worn
- For flammable liquids use ‘Defy’ to neutralise and rinse with water

If chemicals come in contact with skin

- Follow instructions on packaging and seek medical advise

- Treat as medical emergency if necessary

On the water:

- In the event of a petrol or oil spill inform the Safety Duty Officer
- Use ‘Defy’ to neutralise the spill

The following are the Hazardous chemicals stored at FYC:

Chemical	Location
<input type="checkbox"/> Petrol	Petrol storage cabinet/Powerboats
<input type="checkbox"/> Paint	Boat shed
<input type="checkbox"/> White spirits	Boat shed
<input type="checkbox"/> Paint stripper	Boat shed
<input type="checkbox"/> Engine oils	Boat shed/Powerboats
<input type="checkbox"/> Cleaner sanitizer	Changing Room/Toilet
<input type="checkbox"/> Milton	Changing Rooms/Toilet

Adverse Weather Conditions

Certain weather conditions may affect the safety of club members and others involved in water based activities at the club. Under normal circumstance weather will be forecast in advance so an emergency can be avoided, the following is a plan to deal with unforeseen weather conditions. (i.e. Squalls, Lightning storms)

On Shore:

- In the event of a squall or thunder/lightening club members should take immediate action to stay safe and where possible members should go indoors, if remaining outdoors they should stay away from tall masts.
- The club safety officer should be notified as soon as possible
- Safety Duty Officer will co-ordinate club members to take care and control of the situation.

On the water:

- In the event of a squall or thunder/lightening the Safety Duty Officer should take immediate action
- The safety officer should be notified as soon as possible
- All on the water should return to FYC immediately, unless on a day trip, in which case members should be brought ashore as soon as possible.
- Once ashore club members should not attempt to de-rig any craft until the storm has subsided (in the case of a squall sailing boats should be head to wind with sails un-sheeted).
- Where possible persons should go in doors, if remaining outdoors they should be kept away from tall masts or flag posts.
- Safety Duty Officer co-ordinates club members and controls the situation

Blow Out:

A blow out is defined as a multiple capsizes in adverse weather where crews and equipment become scattered.

- In the event of a blow out the Safety Officer should be informed immediately
- Any club members onshore should help to operate rescue craft
- Priority should be given to persons in the water; they should be removed back to FYC as soon as possible.
- Once all persons are safely removed from the water equipment should be righted and collected, in certain circumstance it may be possible to continue the session.
- Any injured persons should be treated immediately and any damaged equipment should be reported to the Safety Duty Officer.

Care should be taken not to overload rescue craft during a rescue situation

Contact Numbers

Club

Commodore	James McCormack	087 2864273
Treasurer	Patrick Finucane	086 3879654
Secretary	Kevin Bartley	087 7700744
Marina Manager	John Conway	087 2132209
Safety Officer	Tom Murray	087 2563515
Club Bosun	Ger Reidy	087 2582963
Children's Officer	Niamh Finucane	087 2514528

Junior Sailing Academy

Centre Principal	Patrick Finucane	086 3879654
Centre Manager/Senior Instructor		087 3354153

Emergency Contacts

Dr. Eileen Cassidy (local)	069 65196
Shannon Doc	1850 212 999
Shannon Doc	061 459500
Foynes Garda Station	069 65122
Ambulance	999
Mayday	Channel 16