***Appendix A: First Aid & Safety Plan***

**First Aid & Safety Plan - Dominion Day Regatta**

All safety boat drivers, coaches and race umpires and officials should familiarize themselves with the First Aid and Safety Plan. Coaches will attend the coaches meeting before the event Coaches will attend the coaches meeting before the event (online the week before the regatta) and are responsible for the safety of their athletes. All coaches are responsible for understanding our First Aid & Safety Plan prior to attending the regatta. It is recommended that all volunteers and staff have taken a first aid/CPR training course.

Boat drivers are responsible for carrying a valid Pleasure Craft Operator’s Permit and a Toronto Port Authority (TPA) Power Vessel Operator’s Permit and have a basic understanding of how to operate the boat they are driving. Boat drivers must make sure they have enough gas and that their boat carries a paddle or oars, bailer, sound signal, PFDs for the largest crew on the water where participants are not wearing PFD’s (i.e. 9 PFDs for a rowing eight). Boat drivers must wear their PFD at all times on the water.

Boat drivers and coaches are responsible for keeping a lookout up and down the course and listening for official notices on the PA system and on the radios. Safety boat drivers will be supplied with two-way radios.

**RADIOS:**

Each safety boat will carry a radio. Radios are to be used for official communication only.

Safety issues/flips should be called as “SAFETY/SAFETY/SAFETY”- all radio chatter should stop except for the person(s) dealing with the issue.

No other races shall proceed until the “ALL CLEAR” has been given.

**FIRST AID PROVIDER:**

Medix EMS will be on hand with two emergency First Responders for the regatta day.

**PRIMARY FIRST AID LOCATION:**

Medix EMSwill be situated in a small white tent in the athletes’ area, just east of the Finish Line, on the south side of the path.

The First Aid Location will be available to athletes, participants, coaches and spectators from the time boats are allowed on the water until 30 minutes after the last boat is off the water (8:30 AM - 5:30 PM approx.).

**911 EMERGENCY:**

The Island is well serviced by Fire, Police and Ambulance services. Public phones are available in the park and at the Toronto Island Marina (at the 500m start line).

In an Emergency Call 911, and specify your location:

* Toronto Island, Allan A. Lamport Regatta Course,
* On the water, or near the Grandstand
* In the athletes’ areas near Franklin Gardens.

If 911 is called the Chief Umpire/Official must be immediately informed.

**FIRST AID KIT LOCATIONS:**

1. Rowing Control Commission on the athletes’ side

2. Grandstand

3. Each club should have their own basic first aid kit.

4. Medix EMS will also provide first aid.

**FIRST AID TENT**:

Medix EMS, an Event Medical Service will provide two emergency First Responders for the day.

* They will be situated in a white tent in the athletes’ area, just east of the Finish Line on the south side of the path.
* EMS will be equipped with fully stocked Trauma Kits,
* Oxygen and Resuscitation Equipment (Suction Units, Oral and Nasal Airway Devices)
* Pulse Oximetry.
* Ice packs and bandages.
* Cell phone for external communication
* Radio for internal event communication
* First Aid will be available from the time boats are allowed on the water until 30 minutes after the completion of the last race of the day.

**REPORTING:**

For every attendance at the First Aid location for assistance of any kind, an incident report will be completed. Incident Reports will be submitted to the Regatta Chair at the end of the event.

The Regatta Chair will ensure any relevant incidents are reported as required to RCA/CKO on their appropriate form.

**VICTIM CARE:**

If an individual connected with the regatta comes alone to the First Aid location every effort will be made to locate a coach, guardian, or responsible adult to be with them.

Whenever there is contact with someone requiring First Aid that contact should remain with the victim until EMS takes over and a coach, parent, volunteer is located.

If the victim has been pulled out of the water, the safety boat team is responsible to ensure the victim receives First Aid care by either using a radio to call First Aid to meet them at the edge of the water or by escorting the victim to the Primary First Aid Location.

Under no circumstances will the victim be left alone.

**CONCUSSION MANAGEMENT:**

Any head injury shall be considered a concussion until a qualified medical responder assesses the individual.

All safety personnel must be aware of Row Ontario’s Concussion Management Policy.

**LIGHTNING:**

All boats will leave the water immediately if lightning is seen. Refer to Emergency Action Plan for evacuation procedure.

**HIGH WINDS AND POOR CONDITIONS:**

At the Chief Umpire’s/Official’s decision, the course may be shortened or the regatta may be delayed or called off due to high winds or poor water conditions. Their decision is final.

Coaches should take into consideration the ability of their athletes to cope with the prevailing weather and wind conditions. Coaches should NOT send an athlete on the water if there is any doubt as to their ability to line up, start, and row/paddle and finish their race.

**ON WATER RESCUE PROCEDURE:**

* Safety boats are positioned on either side of the course on lookout for boats that have tipped or need assistance. The biggest hazard for someone in the water is other boats. BE CAREFUL.
* When a safety boat is heading to a rescue, raise your hand to indicate that you are “on the way”
* When they get to the “victim”, approach from downwind to avoid drifting over the victim.
* The engine should be put into neutral and then turned off when you reach the victim. The engine should never be left on with people in the water near your boat.
* Safety drivers should refer to the EAP re: correct radio call and process for managing a rescue.
* Assist the athlete to either return to their shell or to get into the rescue boat.
* A second safety boat should attend to the shell/boat to ensure that it is moved off the course in a timely manner.
* Athletes taken to shore must be handed over to their respective coach or parent and are not to be left unattended.
* Any athlete who has capsized must be referred to the medical tent for assessment.