

# Regatta Emergency Plan

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## *Purpose*

This plan identifies procedure to be followed by the Race Officers, support staff, parents, and coaches during an emergency in order to provide a safe environment for competitors in the regatta.

## *What is the Program*

### **1. Monitor for Severe Weather**

The Principal Race Officers with his/her other race officers will monitor the weather during the day by using both weather radar, alerting available on cell phones, and by monitoring NOAA Marine VHF weather stations available for the middle Chesapeake Bay area. There are three VHF channels that cover our regatta venue.

### **2. What to do in case of Severe Weather**

If the weather conditions for the day include the warning of severe weather, such as high winds, electrical storms, tornados, or hurricanes, the regatta will be canceled and the competitors will be notified by email.

The following sections specify actions that will be taken should a sudden change in weather occur while the regatta is in under way:

#### *THUNDERSTORMS and/or LIGHTENING*

1. Take attendance of competitors
2. Remove competitors from boats, beach, and docks as quickly and safely as possible
3. Take cover in the Junior Sail Program classroom, or Club House (whichever is closest to the fleet)
4. Take attendance of all competitors in all fleets to be sure all competitors are safe
5. All parents and coaches stay with competitors
6. Conduct quiet activities until the weather has abated and it is safe to resume sailing, or the regatta time has expired and it's time to have awards
7. Take attendance again to insure all competitors are on courses

#### *TORNADOTORNADO WATCH or WARNING*

1. Take attendance of competitors
2. Remove competitors from boats, beach, and docks as quickly and safely as possible
3. Take cover in the MRYC Club House with the doors closed
4. Position competitors away from all windows with heads covered
5. Take attendance of all competitors in all fleets to be sure all competitors are safe
6. All parents and coaches stay with competitors
8. Conduct quiet activities until the weather has abated and it is safe to resume sailing, or the regatta time has expired and it's time to have awards
9. Take attendance again to insure all competitors are on courses

### **3. Evacuation**

Some emergencies may require the evacuation of the regatta venue. In the case of a fire, the Club has a lot of property, so it may only be necessary to remove competitors temporarily away from the fire.

#### *FIRE*

1. Take attendance of competitors
2. Evacuate competitors from area as quickly and safely as possible
3. Move all competitors to the boat storage field
4. Take attendance of all competitors in all fleets to be sure all competitors are safe
5. Conduct quiet activities until the emergency situation is resolved and it is safe to resume sailing, or the regatta time has expired and it's time to have awards
6. Take attendance again to insure all competitors are on courses

If the emergency will continue, or requires moving competitors off campus, remember that you are not authorized to transport competitors. Contact parents to pick up competitors.

#### *Evacuate and close Regatta*

1. Take attendance of competitors
2. Evacuate competitors from area as quickly and safely as possible
3. Move all competitors to the boat storage field or other safe area
4. Take attendance of all competitors in all fleets to be sure all competitors are safe
5. Contact parents to pick up competitors
6. Conduct quiet activities until parents pick up competitors
7. Have parents sign out competitors

### **4. Where to Evacuate**

Safe places from storms are the main Club House, or the Junior Sail Program classroom. The safe place from a tornado is the main Club House. The safe place from fire is the boat storage field. Evacuate to a safe place based on conditions.

### **5. Accounting for Competitors**

All competitors register for the regatta and check in at the registration tables. The check in sheet is kept by fleet. When taking attendance, use the use the check in sheets to know exactly who is in the fleet.

### **6. Missing Competitor**

Race Officers shall prevent missing competitors by adhering to the following procedures:

1. Competitors will be instructed to never leave the group or race area without permission
2. Young competitors will not be sent on errands
3. Race Officers will be alert for the prompt return of older competitors who have been given permission to leave the group on a brief errand
4. Race Officers will maintain check in sheets for each fleet by race area

If a competitor is missing during attendance in the safe environment during an emergency, the Principal Race Officer and the competitor's coach will, safety permitting, retrace the actions of the fleet to determine the competitor's location. If not found, they will search other buildings and locations the competitor may have gone to hide. This search will include storage buildings and under boats. The search will continue until the competitor is found, or it is unsafe to continue searching.

If at any time a competitor is thought to be missing, you should immediately contact the Principal Race Officer who will determine the next steps. These may include but (but not be limited to): sending available coaches (keeping at least one with the competitors) to search and checking the other fleets. In the event that the competitor is not found within 30 minutes, the competitor's parents and 911 should be called.

## **7. Minimum Staff**

For each racecourse of competitors there needs to be two race officers. One of these race officers must be over 17.

### *INJURED COMPETITOR*

All race officers carry a VHF radio. In the event of an injury, the race officer shall call for assistance from the Principal Race Officer. At least two race officers must stay with the racecourse at all times. If there are more available race officers, those race officers can assist the Principal Race Officer to get assistance for the injured competitor. The Principal Race Officer and most other race officers carry a cell phone. If you think you need to call 911, call 911. All race officers have authority to act in the competitor's best interest. If phones are inoperable, the Coast Guard is available on VHF channel 16 in emergencies.

### *TRANSPORTING INJURED COMPETITORS*

Race officers and support staff can use the support and safety vessels of the camp to deliver an injured competitor to the closest point on shore. At that point, Emergency Personnel should meet the race officers and they will transport the competitor further. The competitor registration has Emergency Contact information. Hand this competitor's information to the Emergency Personnel who will transport the competitor.

Race Officers, support staff, and coaches are not to transport injured competitors to a hospital or other medical facility using their personal vehicles. Call 911 for assistance.

## **8. Phones**

There are phones located inside the Club House in many locations. Most obvious are phones in the office, in the pool office, and at the point of sale stations. Additionally, the Principal Race Officer has a cell phone and carries it at all times. Take time now to locate phones that you can use during an emergency. The Principal Race Officer is always available to use a cell phone in an emergency.

## **9. Cell Phones and Radios**

All Principal Race Officers have a cell phone and carry it at all times. A Principal Race Officer is always available to use a cell phone in an emergency. All Principal Race Officers have a radio and can use it to communicate. Each racecourse has a designated VHF frequency. Know your frequency.

## **10. Calling 911**

If you think you should call 911 - call 911.

## **11. Contacting Emergency Services without a Phone**

If phones and cell phones are inoperable, the Coast Guard is available on VHF channel 16 for emergencies.

## **12. Transporting Competitors and others in case of Emergency**

Race Officers and support staff can use the safety vessels of the Club to deliver competitors to the closest point on shore. Race Officers and support staff are not allowed to transport competitors other than by safety vessel. Race Officers and support staff are not allowed to transport competitors using their personal vehicles.

## **13. Notify Parents about an Emergency**

Parents are to be notified immediately should an emerging and continuing emergency situation arise. For parents in the immediate area, Emergency Alerting System announcements are made over radio and television stations. Principal Race Officers will attempt to notify parents by telephone once all competitors have safely reached an appropriate safe area.

## **14. Receiving Emergency Communication**

In a county-wide emergency, the Talbot County Council or Talbot County Emergency Management Team makes the decision to evacuate appropriate sections of the county and notify the Emergency Management Agency. The Emergency Management Agency team coordinator or the National Weather Center activates the Emergency Alerting System (EAS). Race Officers monitor weather conditions using cell phones and weather radios to keep up to date. An activation of the EAS would be broadcast using both cell phones and weather radio and then received by race officers.

## **15. Parents picking up Competitors**

Notification to parents will stress not attempt to pick up competitors during the emergency, but will inform parents where the Race Officers have evacuated competitors and when it will be safe to come pick up competitors.