

EMERGENCY MANAGEMENT PLAN

For St George Sailing Club Ltd



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1. INTRODUCTION

1.1 Preamble

St George Sailing Club (the Club) is committed to conducting a yearly sailing programme in a manner which is as safe as reasonably possible. Sailing and particularly racing do involve risk, and the club's objective is to conduct events in a manner where risk is minimized.

The Club has developed a number of risk lessening strategies which will assist in ensuring that races are conducted in a manner that is as safe as reasonably possible.

These include:

- Ensuring that all racing rules are based on Australian Sailing ("AS") documents and recommendations;
- Making the current weather forecast from the Bureau of Meteorology available to competitors on race days; and
- Updating documents and adopting appropriate practices for the management of club racing and responding to emergency incidents.

Whilst the Club will always strive to minimize risk, all those taking part in scheduled racing do so at their own risk and responsibility. The Club is not responsible for the seaworthiness of a boat whose entry is accepted or the sufficiency or adequacy of its equipment.

1.2 Application

The objective of an emergency management plan is to ensure that the appropriate response is taken to any incident that does occur.

This document should be read in conjunction with the Sailing Instructions, the Sailing Risk Management Manual and the Hazard and Risk Assessment documents.

1.3 Safety Environment

The history of dinghy sailing indicates it is a relatively safe sport. Incidents in which competitors are placed in real danger of serious injury or death are very infrequent. The areas that the club conducts racing is a relatively safe sailing venue, with sheltered waters, beaches and lee shorelines which are, even in the most severe weather conditions, only likely to cause injury to those who are placing the possible damage to their boat ahead of their own and crews safety.

Capsizing is a normal part of dinghy sailing and even the youngest and/or entry level competitors are expected to be able to recover their own boat from a capsize before they attempt to rejoin racing fleets.

1.4 Race Management & Rescue Boats

The Club offers different types of on-water management boats, all of which will be allocated at the direction of the Commodore or their representative and/ or Starter.

1. *Committee Boat – Old Bill Riley* - Normally engaged in or stationed for the starting and/or finishing of races. The Starter (RO) will be located on this boat

and is the person responsible for the well being and safety of competitors while on the water.

2. *Rescue & Course Layer Boats*- These boats primary duty during the race is to monitor the safety of the fleet and respond in appropriate circumstances. Rescue Boats normally will also assist in race management.
3. *Other Boats* - Those whose duties might be the coaching of competitors before and after the race, but whose ultimate duty throughout the race will be to monitor the safety of all competitors and respond to circumstances as necessary.

Boat Name/Radio Call Sign VHF 72	Description
St George SC	
Old Bill Riley – Committee Boat	8.38m Fibreglass Cruiser – Grey
Pat Collis	5.6m TABS Territory PRO –Red
Len Riley	4.8m Fibreglass RIB – Red
Billo	4.3m Highfield RIB - Grey
Blue Boat	4.8m Polycraft Open Runaboat – Blue

2. INCIDENT MANAGEMENT

An Incident Checklist, Guide for Severity and Contact List is contained in within attached Appendices.

Appendices are to be displayed in a prominent location onboard the committee boat to enable quick preference.

2.1 Risk Analysis

When and if an emergency occurs responding with the appropriate resources is first of all dependent on understanding the areas of greatest priority. The outcome of the severity combined with the urgency of the needed response, the more important risks are:

Risk	Severity	Action / Response
<p>(a) Crew trapped in a capsize and/or pinned underwater by trapeze.</p> <p>This is an extremely rare occurrence but has happened from time to time. This makes it difficult to generalize about the type of boat or circumstances in which it is likely to occur. Common sense suggests the more rapid or unexpected the capsize, the greater the risk but also the risk should never be underestimated for boats where only children are aboard.</p>	<p>Moderate</p> <p>Major if medical attention required</p>	<p>Attempt recovery Check for injuries</p> <p>If injured/unconscious contact RO to call Water Police and ambulance for assistance and evacuation if not already actioned. Advise RO of location of incident. RO to determine nearest ambulance evacuation point. If uninjured determine ability to continue or return to clubhouse as a retirement. RO to contact Commodore as incident director to update matter</p>

<p>(b) Crew member suffering sudden severe illness (e.g. heart attack) This is probably more likely for adult crews, although allergic reactions could cause similar problems for sailors such as an anaphylaxis reaction. .</p> <p>The start of the problem could bring about a capsize and possible drowning.</p>	Major	<p>Render first aid and commence CPR if required.</p> <p>If unconscious contact RO to call Water Police and ambulance for assistance and evacuation if not already actioned.</p> <p>Advise RO of location of incident. RO to determine nearest ambulance evacuation point.</p> <p>RO to contact Commodore as incident director to update matter</p>
<p>(c) Injury through a collision or on board incident This may sometimes cause a capsize.</p>	Minor to major	<p>Check for injuries</p> <p>If injured/unconscious contact RO to call Water Police and ambulance for assistance and evacuation if not already actioned.</p> <p>Advise RO of location of incident.</p> <p>RO to determine nearest ambulance evacuation point.</p> <p>If uninjured determine ability to for the boat to continue or return to clubhouse as a retirement.</p> <p>Towing may be required.</p> <p>RO to contact Commodore as incident director to update matter.</p>
<p>(d) Major collision causing considerable damage.</p>	Moderate to major	<p>Check for injuries.</p> <p>If injured/unconscious contact RO to call Water Police and ambulance for assistance and evacuation if not already actioned.</p> <p>Advise RO of location of incident.</p> <p>RO to determine nearest ambulance evacuation point.</p> <p>If uninjured account for all crew members and contact RO to call Water Police. Stand by damaged boat and secure until police arrive to access situation.</p> <p>RO to contact Commodore as incident director to update matter.</p>
<p>(e) Hypothermia Sailors at times may find themselves with inadequate protection from the cold. The risk is greater if there has been an unexpected change in weather and a boat has spent considerable time capsized in the water. If younger sailors are involved this situation can escalate. The first sign is likely to be strong shivering. More advanced hypothermia causes lethargy, drowsiness, confusion, slurred speech and eventually loss of consciousness and requires urgent medical attention.</p>	Minor to major	<p>Render first aid and keep body warm.</p> <p>Subject to severity return sailor to clubhouse.</p> <p>If serious contact RO to call Water Police and ambulance for assistance and evacuation if not already actioned.</p> <p>Advise RO of location of incident.</p> <p>RO to determine nearest ambulance evacuation point.</p>

<p>(f) Man Overboard or separated from capsized boat This may be caused by a boat sailing in an unusual manner due to the crew losing control or severe weather condition. Drifting rapidly downwind in a capsized state can also cause separation. In our relatively safe geographic conditions the greatest risk for such a sailor is probably being struck by another boat either sail or power or exhausted by swimming back to their boat.</p>	Minor to major	<p>Monitor situation, and only assist if necessary.</p> <p>Refer to (c) and (d) above if required.</p>
<p>(g) Panic reaction by junior sailor This can be a reaction by inexperienced sailors caused by either a capsize or the worsening in weather conditions, especially if they are having difficulty in up righting the boat or climbing aboard after a capsize.</p>	Minor	<p>Monitor situation, and only assist if necessary.</p> <p>If inconsolable, contact RO and request he locate parents/guardian on shore and return sailor to clubhouse for comfort.</p>
<p>(h) Strong Winds When the wind regularly exceeds 15-18 knots the possibility exists of a number of boats requiring monitoring or assistance at the same time. If it regularly exceeds 25 knots it is highly likely that this will be the situation.</p>	Minor to Major	<p>Storm Imminent – RO to make decision on whether to postpone start and, if racing, whether to have Rescue Boats direct fleet to safe on shore locations.</p> <p>Racing should be abandoned where the RO considers it necessary for the safety of the competitors.</p> <p>The RO may delay the abandonment of a race substantially underway in order to finish fleets approaching the finish. He may also shortened the course if this option is safer especially if there is no indication of conditions substantially deteriorating and the remaining racing craft and response boats are not being overwhelmed by the conditions.</p>

2.2 General Principles

2.2.1 Priorities

In an emergency, the priority is to ensure the safety of COMPETITORS not BOATS. Drifting or anchored boats can be picked up later. If Rescue Boat Crews believe that 'crews are at risk' they may override the sailing instructions and issue a directive that the crews in question are to be rescued and to leave their boats.

2.2.2 Look after the Crew First

Sailors have priority over boats and if the crew is injured, showing signs of hypothermia or frightened they should be taken on board the Rescue Boat first and their condition assessed. If they need urgent attention the Rescue Boat crew should explain the situation to the RO and seek direction as to how the crew is to be taken for the necessary attention. The RO may allocate a different Rescue Boat to this task.

2.2.3 Only Give Assistance if it is Urgently Needed - Stay with Boat

In extreme weather conditions the safest state for a dinghy may be upside down in deep water with the crew either sitting on it or hanging on alongside. If the

boat is not damaged, then experienced crews will often prefer to stay in that position until the wind strength reduces then right their boat and sail home, even if that is not their preferred course of action. In a situation where there are many boats to be attended to, the Rescue Boat crew might ask some if they can wait and leave them where they are, if safe (however extreme care should be taken if asking this of junior sailors as they may feel pressure to inadvisably agree). The RO should be advised of the identity of the boat and the action taken in each case so it can be followed up later.

2.2.4 Abandon or Anchor the Boat

The boat may be left in the water for attention later. If necessary and if a suitable anchor and tackle is available the boat may be anchored but should in any case be marked to indicate the crew has been taken off. When removing crew from a boat, a length of rope with a snap shackle, and a float (high viz in colour) on the end should be attached to the vessel. This will signify to other rescue craft that the crew has been removed. The RO should be advised of the identity of the boat, the location and the action taken.

2.2.5 Tow the boat to the nearest beach

If it is necessary to take the boat in tow don't attempt to tow it back to the club unless the club is the nearest point. If hypothermia is not a concern, the crews health and well being is fine and they are able to be responsible for themselves they may be left with the vessel on the nearest beach. Select a beach that is in the lee of the wind, if possible, and ask crew to lower their mainsail and lie boat down on its side. Advise the RO of the action taken and return to duty on the course.

2.2.6 Towing boats back to the Club

Where the situation is stabilized, the RO will decide the order in which boats should be towed back to the club and which Rescue Boats can be released from rescue duty for towing. Rescue Boats must operate under the RO's direction, as he/she will be in the best position to set priorities.

2.2.7 One Rescue Boat

There can be a tendency for Rescue Boats to cluster around a single boat requiring assistance, especially if it takes time to sort out. This should not occur.

Only one Rescue Boat should assist or stand by a boat requiring assistance unless they have requested additional help. All other Rescue Boats should remain on station and watch out for other boats requiring assistance.

2.2.8 Ambulance Assistance and pick up points

If a patient transfer is required from an incident to rendezvous with an ambulance remember it is not necessary to transport the patient back to the clubhouse unless this is your nearest pick up point. Depending on sea state and tide, the clubhouse may not be an appropriate rendezvous point.

The RO or Incident Director will select which is the nearest ambulance pick up point to the incident and direct you to that point.

3. MEDIA

3.2 Liaison

As with any major or moderate emergency event the media will be contacted normally by NSW Police. Managing the media is extremely important during an event to ensure that the correct information is communicated.

3.3 Incident Director (ID)

During an event the Incident Director (Commodore or their representative) is the only person permitted to act as the club's media spokesperson and to issue media releases.

It is vital that no other member, official, or competitor address the media without prior consent from the Incident Director.

3.4 Media Officer

The Incident Director may appoint a Media Officer during an event to assist with the compilation of information and the preparation of media strategies and press releases. This person will normally be the Incident Director or Sailing Administration Officer.

4. INCIDENT NOTIFICATION REQUIREMENT

4.2 Reporting Requirement to Transport for NSW

It is a requirement in NSW that the skipper of any vessels either power or sail report any incident to Transport for NSW within 24 hours of the event but only if:

- there is damage that occurred to any vessel making it unseaworthy;
- any person injured required external medical attention;
- a commercial vessel was involved; and/or
- there is damage exceeding 10% of the value of any vessel involved.

Further information and report forms can be found at:

<https://www.nsw.gov.au/topics/waterways-safety-and-rules/emergencies>

APPENDIX A - INCIDENT CONTACT LIST

Name	Telephone/Mobile	Radio
St George Sailing Clubhouse	02 9529 4911	VHF 72
St George Committee Boat – ‘Old Bill Riley’ RO Brad Andrew	0417 020 897	VHF 72
Incident Director – StGSC Sailing Manager or as assigned on the day Graham Biehl / Other	0450 560 279	VHF 72
NSW Water Police Botany Bay Command Duty Number	0418 221 100 <i>verified 02/24</i>	VHF 16
NSW Waterways Boating Officer (RMS) Botany Bay Area, Fiona Thompson Georges River, Cameron Nelson	0418 460 293 0418 460 593 <i>verified 02/24</i>	VHF 16

APPENDIX B - RESCUE BOAT EQUIPMENT LIST

Each boat should be equipped appropriate for its duty.

Suggested Emergency Rescue Boat Kit

1. Anchor Kit complete with sufficient warp (rope) for all areas, shackles, clips.
2. 2 x extra rope (30m) that can be used for towing, securing or additional anchor.
3. VHF Radio tuned to Ch.72
4. First Aid Kit
5. 2 x Space Blankets
6. Complete copy of Emergency Management Plan.
7. Tool Kit – Wire cutters, Knife, Shackle Key, Pliers, Hammer, Duct Tape
8. Towels
9. 3 x Spare bottles of water
10. Sunscreen

APPENDIX C - INCIDENT CHECKLIST

This checklist provides a 'What to Do' guide in an emergency event.

**REMEMBER – IF AN INCIDENT REQUIRES IMMEDIATE EXTERNAL EMERGENCY ASSISTANCE DUE TO GRAVE OR IMMINENT DANGER TO PERSONS ACT NOW
CALL 000**

- ☐ Note – RO and Commodore/Incident Director (ID) are interchangeable and are to coordinate responses as below. **Ensure an Incident and Injury Report is completed at all times.**

Procedure to be followed by all Course Officials when NOTIFYING INCIDENTS

- ☐ Assess nature of incident and decide on Incident Priority. **Call 000 if you consider event to be MAJOR.**
- ☐ If event is moderate or minor and external emergency assistance is required then the RO will contact the NSW Water Police and ambulance directly.

RO Duty - Incident /Response (if in doubt on Priority Escalate)

Notification or Observation of a MINOR INCIDENT

- ☐ Instruct Rescue Boats to standby and assist as required. Coordinate additional resources if appropriate.
- ☐ Rescue Boat to provide feedback to RO if further assistance is required
- ☐ RO to reassess Incident Priority based on feedback and escalated Priority if required
- ☐ Storm Imminent –RO to make decision on whether to postpone start and if Race in progress whether to have Rescue Boats direct fleet to safe locations
- ☐ Storm Imminent If instructed by the RO, notify fleet of pending storm and quickest safe location to shelter.
- ☐ RO to reassess Incident Priority based on feedback and escalated Priority if required
- ☐ RO to advise ID of incident on return to shore.

Notification, Observation or Escalation to a MODERATE INCIDENT

- ☐ **Call Water Police and or ambulance and request assistance as appropriate**
Note: NSW Water Police will coordinate involvement of all other Emergency Response Agencies
- ☐ RO and Rescue Boats to provide assistance as appropriate until directed by higher authority
- ☐ Storm Hits Fleet Rescue Boats to attend overturned boats and recover crews or ensure all are safe.
- ☐ RO assesses appropriateness of current Priority and escalates if appropriate
- ☐ RO to contact ID via VHF or phone and advise of incident and co ordinate priorities.

Notification, Observation or Escalation to a MAJOR INCIDENT

- ☐ **Call Water Police and advise nature of incident and location requesting immediate assistance.**
- ☐ Provide support and assistance as required by Water Police
- ☐ RO to contact ID immediately and request on water presence at location
- ☐ ID to take command of incident till Water Police arrival.

APPENDIX D - GUIDE TO INCIDENT SEVERITY

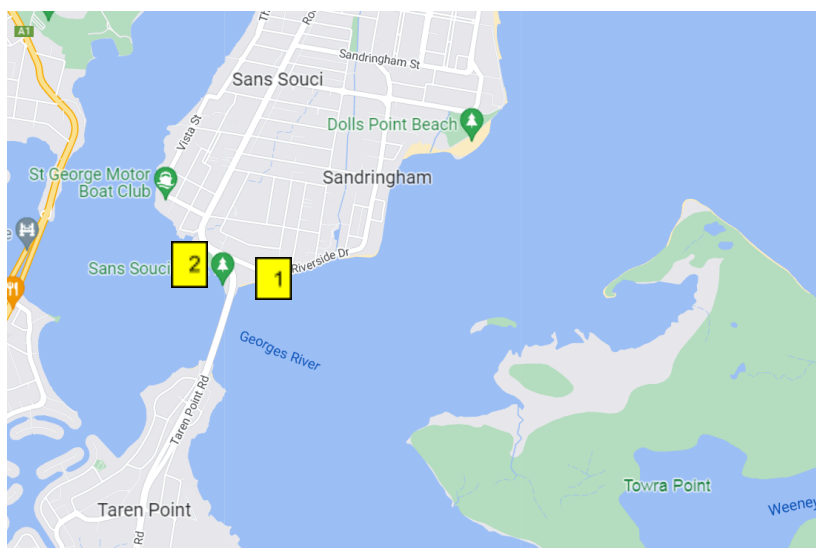
DESCRIPTION

- Minor Personal Injuries unlikely to require external medical intervention eg. cuts, bruises & abrasions etc
- Slips & Falls on Land while launching or retrieving boat from water.
- Capsize or damage to boat requiring prolonged assistance
- Potential threat of storm

- Personal Injuries requiring external intervention or advice eg. fractures, minor head injuries – non-life threatening
- Multiple Capsize requiring assistance or with prolonged immersion
- Sudden storm/gale with threat to sailors/boats
- Multiple concurrent minor incidents needing additional assistance

- Potential life threatening incident or injuries (requiring urgent external
- intervention eg. spinal injury, major head injuries, cardiac arrest etc
- Major Boating Collision – eg. Power V's sail.
- Fatality
- Missing Person

APPENDIX E – AMBULANCE PICK UP POINTS



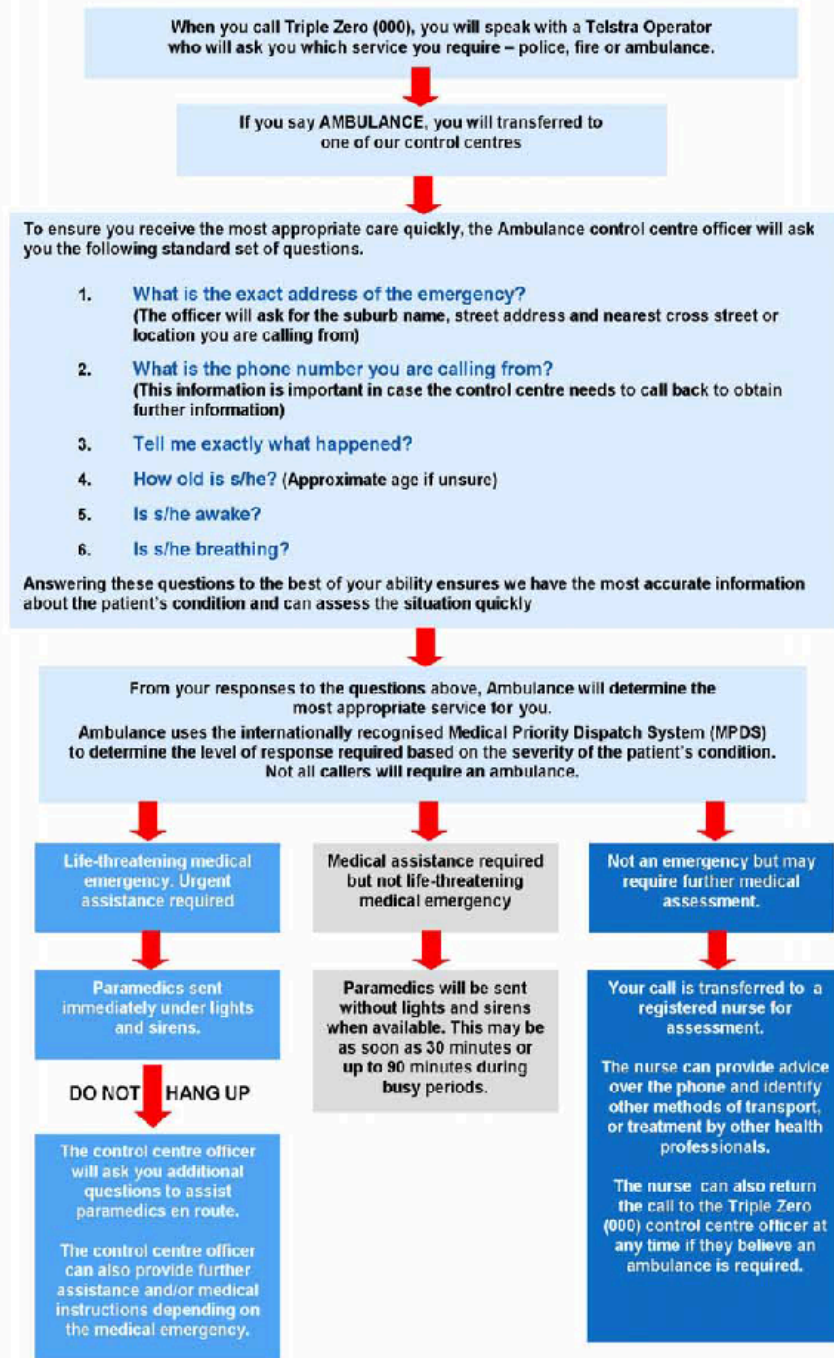
- **St George Clubhouse**
2 Riverside Drive
SANS SOUCI 2219
X-Street – Fraters Ave.
- **NSW Marine Centre**
Sans Souci
2 Water Street
SANS SOUCI 2219

APPENDIX F – CALLING AN AMBULANCE FLOWCHART

Calling an Ambulance - flowchart



**Ambulance Service
of New South Wales**



If your call falls into one of the above categories, you should call Triple Zero (000) again if the patient's condition changes in any way.