

February 20th,2024

SLNC PROGRAMS EMERGENCY PROCEDURE

Safety Procedure for all programs including SDP, Youth, S'Cool, Masters, Private lessons, and any other staff or volunteer coach-led group sessions provided by SLNC. This does not replace the SLNC Emergency Response Plan. This is an abbreviated procedure for coaches and leaders.

Fire: In the case of an evacuation due to fire at SLNC, the marshaling(meeting) area is the wax room/First Aid building. There is a sign posted on the side of the building.

Requirements for each program session leaders:

- 1) One program leader in each group is to have a radio(When skiing Lars Taylor, Aberdeen, SilverQueen, and the Zuma trails only). The radios can be signed out(1 person per group) at the main lodge front desk and come with an over-shoulder holster. The radio frequency for the SLNC main lodge is LODGE. **Please do a radio check to ensure the radio is working.**
- 2) One program leader in each group to have a paper trail map, the Avenza trail app, and a fully charged cell phone with the SLNC main lodge contact number programmed (250-558-3036)
- 3) Each program group leader is to report to the head of the group program(Master XC Coordinator, Programs Coordinator, or Head Coach)) where they intend to take their group.
- 4) Each program group leader(SDP and youth only) is to evaluate each student in their group to ensure they are dressed appropriately for the conditions and that they have the correct gear for the day.
- 5) Carry an emergency blanket(provided by SLNC)* by request over the next few weeks as supplies are available.

In case of injury:

If an accident does occur that results in an apparent injury, here are some things to keep in mind.

- 1) Access the injury. Do they require First Aid at the scene?
 - No- Tell them to report to first aid if they require further assistance. Report the incident to lodge for an incident report or your Program Coordinator/Head Coach. Incident report(*) must be filled out.
 - Yes- Call lodge at 250-558-3036 for first aid response. Let them know where you are, the mechanism of injury, and the condition of the patient.

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*Incident reports can be filled out by lodge staff and/or coaches but will require your account of the incident.

2) Secure the scene

- Your first action is to prevent further injury to yourself and others. The international signal for an accident is a pair of crossed skis approximately 10 meters uphill from the accident site. This tells others to avoid the area. If the injured person is lying in an area that is not easily seen from above (such as the bottom of a hill), send someone at least 10 meters uphill from the accident scene to stop or divert traffic.
- Other program participants: keep bystanders as needed and have the remainder of the skiers continue on or return to the stadium or alternate ski route as required.

3) Call for help- The lodge responds to all first aid calls. 250-558-3036. Information to relay to the lodge.

- Type of injury
- Exact location
- Condition of the patient based on assessment(e.g., level of pain, level of consciousness, bleeding, or gross deformities)
- Treatment being administered(eg. stabilizing leg, performing CPR, keeping warm)

4) First Aid Arrive/Follow-Ups:

- Pass info to first aid responders.
- Assist as needed or are able to while ensuring your own safety
- Return to group or lodge as needed(communicate as needed)
- Report the Incident to the program lead/coach/coordinator