

**Fort St. John Elks Speed Skating Club
British Columbia**

**Emergency Action Plan
2024/2025**

Speed Skating Event

February 7-9th, 2025 Canadian Youth Long Track Championships

Pomeroy Sport Center

9324 - 96 Street, Fort St. John, BC, Canada

Prepared by:
Corrie Bennie

Updated on:
November 29th, 2024



Emergency Action Plan

“ In Charge” Personnel	Meet Coordinator- Katharine North National level Cell (250) 262-6590	
	Safety Coordinator- Corrie Bennie Cell: 250-793-1271	
	Chief Referee- Amanda Leonard	
“On Site” First Responders	As required by the sanction- 3 BC Paramedics	
“On Site” Designated 9-1-1 Caller	Corrie Bennie	
Arena Communications	Fully charged cell phone to person responsible to make 9-1-1 call if directed from “On Site” medical response IMPORTANT! Cell phone tested for reception in the arena prior to the beginning of racing!	
	<ul style="list-style-type: none">• Chief Referee	<ul style="list-style-type: none">• Chief Track Steward
	<ul style="list-style-type: none">• First Aid Attendants	<ul style="list-style-type: none">• Safety Coordinator
	<ul style="list-style-type: none">• Chief Positions as Required	<ul style="list-style-type: none">• Meet Coordinator
	Starter and Electronic timer will have independent radio communication through the starter electronics. All personnel given radios will be briefed on radio communication and channel selection for the meet. Radios will be charged up prior to use and must be returned at the end of each day for re-charging. Radio communication will be checked prior to commencement of each day by roll call.	
	Important Contact Information (Please check next sheet)	
Arena Directions	Physical Address: 9324 - 96 Street Fort St John, B.C. Canada EMS Route to Pomeroy Sport Center From the BC Ambulance location head South on 96 th Street for 7 blocks and the Pomeroy Sport Center is on the right. Stage in front of main entrance and transport stretcher up stairs on right inside main entrance to second floor. Exit stairs to the right and go immediately through doors to rink access.	
“Cut Kits”	SSBC Sport Management Guidelines	
First Aid Room	Available at Pomeroy Sport Center with minimum requirements as per SSC Medical Document and SSBC Medical Policy	
Skater Information	Will be located on Ice Reg. under event	

Important Contact Information

Description	Name	Number
All Emergencies	Ambulance, Police, Fire	9-1-1
Facility Manager	Keith Mckinley	250-261-9186
On site Manager on days of competition	Troy Gould	250-261-4130
Pomeroy Facility op. shift cell phone #		250-263-3113
Fort St. John Elks Speed Skating Club President	Shadi Salehi	250-271 5525
Safety Coordinator	Corrie Bennie	250-793-1271
Meet Coordinator	Katharine North	(250) 224-3241
Fort St John Elks Speed Skating Club Head Coach	Desiree Lillico	250-264-2265

Medical Plan Day of competition

- 1. Positioning the mats:** The chief referee will make sure the mats are positioned so that they can be easily moved for ambulance access. The meet coordinator can assist the chief referee or designate with this. The referee will use the SSC recommendations for mat placement as referenced in the 2024-25 Red Book.
- 2. On Site Medical Response Team:**
 - Referee's, Track Stewards, Meet Coordinator, Medical Personnel determined by the sanction, including the safety coordinator who is the designated 911 caller
 - Others may include appointed people to assist in holding doors and directing personnel.
- 3. Meet and Physically walk with the Medical team to all the locations and make sure everyone knows what to do.** Test opening doors and go outside to where the ambulance will enter. Answer questions, take suggestions, and make changes if necessary. Here the team needs to be clear and agree on what to do. You need the support of the chief referee to make sure he/she understands the importance of the EAP. Make sure the cut kits are on the playing surface before the start of practice and competition.
- 4. Medical Staging Area** The staging area for long track (upstairs) events will be to the left of the main doors for close proximity to the ice and the first aid room. Staging short track will be on the east side of the ice located on & behind bleachers. Medical room located in main entrance way to ice surfaces on east side
- 5. On coaches/Officials meeting,** Present The EAP and remind everyone it is available on Sportity.

Medivac Protocol

- The medical team is ready to intervene at any time
- Upon the injury occurring, the first person to witness will announce to the chief referee where and what happened
- The chief referee at their discretion, will stop the race and signal the medical personnel onto the ice.
- Medical personnel must wait for racing to stop before entering the rink
- Medical team has the authority to evaluate a skater as they deem necessary
- Track Steward(s)/referees may help the medical personnel get to the injured skater
- On Standby: 911 caller with cell phone and address
- On Standby: Person that open doors to ice level and direct ambulance
- The medical personnel decide if 911 will be called and the medical personnel will become the trauma leader.
- An official will be designated to open the doors at ice level and direct the ambulance to the injured skater. If necessary the track stewards will move the mats for the ambulance to have access to the ice playing surface
- The referee or track stewards will direct the skaters off ice and marshal the skaters away from ice level and back to their designated change rooms. This process will take place at the discretion of the chief referee and/or trauma leader.

Medical Personnel Information

Contact Person			
Level of Training			
Current certification			
Cell phone			
E-mail			

Feb 8th

Contact Person			
Level of Training			
Current certification			
Cell phone			
E-mail			

Feb 9th

Contact Person			
Level of Training			
Current certification			
Cell phone			
E-mail			

In the event of the need for entire arena evacuation

All personnel will default to the posted facility emergency plan. Follow emergency exits and meet at the muster area outside of the building on the south side hockey statue and benches.

2nd floor Ice level Access to injured skater by EMS through main Pomeroy Sport Center Entrance:

Immediately after entering both sets of entrance doors on the ground level turn to the right and enter the stairwell to the second floor. After exiting the stairwell take an immediate right and pass through skating rink access doors immediately ahead.

1st floor Ice level Access to injured skater by EMS through main Pomeroy Sport Center Entrance:

After entering main set of doors walk directly forward through the 2nd set of doors
turn right

Direction from Pomeroy Sport Center to Fort St. John Hospital

