

Emergency Action Plan
For
__Stride Place Portage La Prairie

Local Emergency Number:

__911__

Venue Name:

Stride Place

Venue Address: __245 Royal Road South__

Driving landmarks/directions to the venue (from the nearest major intersection):

Royal Road and Saskatchewan Ave Turn to go south 1 km. You will arrive on site

Location of Emergency Medical Service (EMS) entrance:

EMS will enter the facility South arena West End overhead door

Location of emergency supplies:

AED: Location is in main lobby area across from office rooms

First aid kit: __Cut kits are at both end of the oval along with the Main Medical bag being with our Medical

Team

Fire extinguisher: __West end of building in the zamboni room

Emergency exit: Both East and West doors from the change rooms

Participant forms: __Provided through ice reg

Pre-Event Checklist

- ☐ The top section of this form is completed (complete a new EAP for each venue)

- ☐ First aid kit is fully stocked and within close proximity of the activity
- ☐ Participant medical and emergency contact forms are within close proximity of the activity
- ☐ Charge Person and Alternate Charge Person are identified
- ☐ Control Person and Alternate Control Person are identified
- ☐ Call Person and Alternate Call Person are identified
- ☐ Call Person and Alternate Call Person have a charged cell phone with a strong signal OR have adequate change to call from a payphone and have located the payphone

Plan dated: _____

References:

- “Check, Call, Care” model adapted from the Canadian Red Cross (www.redcross.ca/firstaid)
- NCCP Fundamentals Leader Reference Materials

In case of an emergency, **STOP** and activate the Emergency Action Plan:

	Charge Person	Control Person	Call Person
NAME	Hayle Oneil	Cassandra Tetrault	Scott VanHorne
ALTERNATE'S NAME	Trent Simpson	Corinne Reimer	Trent Simpson
Check	✓ Check the scene to ensure it is safe to enter ✓ Check any injured participants (assess ABCs first)	✓ Check the scene to ensure it is safe to enter	
Call	✓ Instruct the Call Person to call the local emergency number, if there is an environmental emergency or if the injured participant: -- Is unconscious -- Is not breathing -- Has no pulse -- Has a major trauma/ bleed -- Has an injury to the head/ neck/ back ✓ Ask the Call Person to report back		✓ Call the local emergency number () when instructed by the Charge Person ✓ Be prepared to answer the dispatcher's questions about the emergency ✓ Be prepared to provide driving landmarks/ directions ✓ Report back to the Charge Person ✓ Call any next-of-kin, if appropriate
Care	✓ Keep calm ✓ Provide first aid (if trained) until EMS personnel arrive ✓ Stay with the injured participant ✓ Provide any other instructions (e.g. evacuation) to the Control Person ✓ Fill in an incident report form after the emergency is 'all clear'	✓ STOP, gather, protect and calm all other participants ✓ Retrieve equipment if necessary ✓ Await further instructions (e.g. evacuation) ✓ Update the Charge Person if any changes in environment occur	✓ Prepare to meet the EMS personnel at the designated entrance ✓ Ensure the path to the athlete is clear and accessible

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