



## Emergency Response Plan

This PCRC Emergency Response Plan defines the actions to be taken if an incident does happen. It will help to reduce the harm that such an incident could otherwise cause.

The associated PCRC Safety Plan describes what members and others should do to make an incident less likely to happen in the first place.

The PCRC Emergency Response Plan will be published on the PCRC website and copies will be placed in the clubhouse (club room, foyer and on noticeboards). Laminated copies will be placed in the launch safety bags and coaches rucksacks for use away from the club during on-river training sessions.

## Summoning Emergency Assistance

Call 999 in case of an emergency and be prepared to describe the incident and its location.

### Emergency Service Rendezvous Locations

Note that there are only four locations that the emergency services can access and these are detailed in Appendix A - PCRC Casualty Landing and Emergency Services Rendezvous Points.

### Emergency Telephone Numbers

Fire, Police or Ambulance	999
Peterborough City Hospital Bretton Gate, Peterborough, PE3 9GZ	01733 678000
Police Station	01733 563232

Emergency telephone numbers are also displayed on the safety noticeboard in the boathouse foyer.

For all non-emergency calls phone 101

Club address is:

Peterborough City Rowing Club  
Thorpe Meadows  
Peterborough  
PE3 6LN

The nearest public telephone can be found at:

- Dragonfly Hotel, Thorpe Meadows, Peterborough, PE3 6GA
- The Key Theatre, Embankment Rd, Peterborough, PE1 1EF

## First Aid

In the event of an accident for which first aid is required contact a first aider at the club.

PCRC maintains a group of qualified First Aiders whose names are listed in Appendix B.

PCRC provides a number of first aid kits for emergency use only. Plasters are not for blisters caused by training; members should bring their own supplies for running repairs to hands etc. The first aid kits are regularly checked, however if you do use some of the contents, please advise the Club Rowing Safety Adviser so that it can be restocked as soon as possible. Any incident requiring use of first aid supplies must be reported in line with the accident reporting procedure.

PCRC first aid kits can be found in the following locations:

- Hanging on the wall in the kitchen to the left of the door from the bar area
- Hanging on the wall inside the main boathouse bay adjacent to the door into the corridor
- In each of the launch safety bags
- In each of the coaches rucksacks (for use when accompanying crews on the river)

PCRC provides an Automatic External Defibrillator (AED) for emergency use only. It can be found hanging on the wall inside the main boathouse bay adjacent to the door into the corridor (next to the first aid kit). In the event that a defibrillator is required at another location then dial 999 and the operator will advise the location and provide the code to access it, where necessary.

In addition to the above, PCRC provides additional on-site first aid cover during the events that it organises in accordance with the separate safety plans of those events.

Welfare facilities are also provided by the club to allow members to shower, change out of wet clothes and warm themselves up in the event of suffering from mild hypothermia – those suffering from more severe hypothermia should be taken to hospital.

## Club Closure

In the event of an emergency situation arising, it may be necessary to suspend or cancel club activities for a period. The decision to do so will be taken by the Trustees and Club Officers and communicated via email to all members with a copy of the message being posted on the PCRC website.

Members are advised to keep themselves up to date by reading emails from the club and/or the PCRC website News.

## Members with Disabilities

All members with disabilities will have a risk assessment jointly produced with their nominated club coach before taking part in any club activities. Where necessary, this risk assessment will be used to draft a tailored safety plan for the member including what needs to be done in the event of emergency situations arising. The risk assessment and safety plan (if needed) will be shared with all the coaches responsible for ensuring the safety of the

member and will be executed in the event of the member experiencing an emergency situation.

## Fire Safety

The PCRC club and boathouse are covered by a smoke detection and fire alarm system, incorporating emergency lighting and signage to indicate the nearest fire escape route. Fire blankets and fire extinguishers are also provided in key locations. Arrangements are in place to maintain these fire safety features in order to provide a safe environment for all members.

In the event of a fire:

- Sound the alarm, if necessary, by breaking the glass on an adjacent “Break Glass” alarm point
- On hearing the fire alarm, immediately exit the building using the nearest signposted fire escape route – do not stop to collect any personal possessions.
- Do not attempt to use the fire extinguishers unless you have been specifically trained to do so
- Where necessary, provide assistance to anyone with disabilities or unfamiliar with the club
- Once outside, proceed around to the front of the building to the Assembly Point (on the hard in front of the boathouse)
- If not already done, phone the Fire Brigade on 999
- Do not re-enter the building until after the All Clear has been given by either the Fire Service or Club Officers

## Expectations

Members are expected to:

- Understand and, in an emergency, follow this PCRC Emergency Response Plan
- Follow the instructions of Club Officers and coaches
- Report any incident or condition that could give rise to an emergency to a Club Officer or coach
- Report incidents and near misses to British Rowing
- Ensure that the club secretary always has up-to-date contact and medical details

Club Officers are expected to:

- Use the club’s Risk Assessment to produce or update the Club Emergency Response Plan
- Brief members and others using the club facilities on the content of the club Emergency Response Plan and make it available

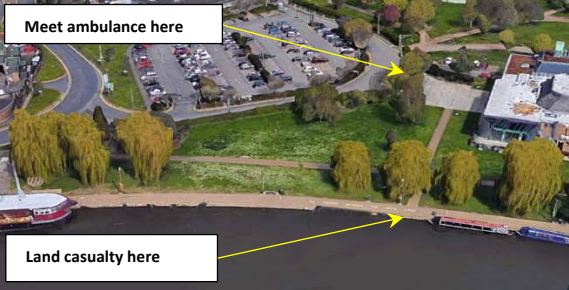
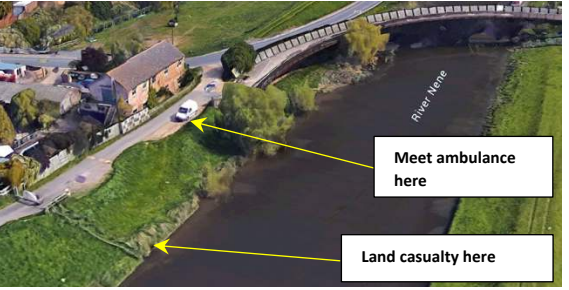
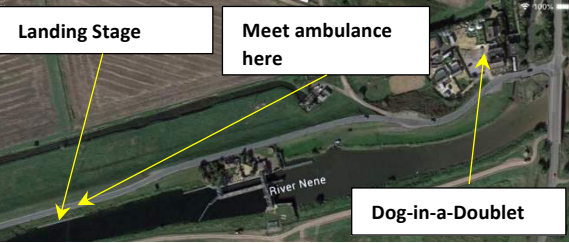
Coaches are expected to:

- Read and understand the Club Emergency Response Plan
- Ensure that rowers know what to do in an emergency and where to find the notices showing key location and contact information
- Ensure that participants know the location of First Aid kits including the nearest Automatic External Defibrillator (AED)
- Report any incidents to the Club Officers and British Rowing

Appendix A – PCRC Casualty Landing and Emergency Services Rendezvous Points



#	PCRC 'Local' Name(s)	Description	What 3 Words Descriptor	Ordnance Survey Grid Reference	
1	'The Club'	Peterborough City Rowing Club Thorpe Meadows Peterborough PE3 6LN	SHIP.INTERVALS.PINES	TL 1735 9835	

#	PCRC 'Local' Name(s)	Description	What 3 Words Descriptor	Ordnance Survey Grid Reference	
2	'The Key' 'The Theatre' 'The Embankment'	In front of ... The Key Theatre Embankment Rd Peterborough PE1 1EF	<b>LOCALS.PAGE.PRONE</b>	<b>TL 1950 9830</b>	
3	'The House'	Shanks Millennium Footbridge  Whittlesey Pedestrian Bridge over River Nene, Junction of Northey Road & North Bank, Peterborough, PE6 7YY	<b>CAKE.BOAT.FORCES</b>	<b>TL 2345 9845</b>	
4	'The Dog'	Landing Stage North Bank 500m West of Dog-in-a- Doublet pub  (Dog-in-a-Doublet, North Side, Thorney, Peterborough, PE6 0RW)	<b>SENIOR.TRYING.STIRS</b>	<b>TL 2700 9925</b>	

## Appendix B – List of Current PCRC Qualified First Aiders

Alan Calver	Ian Davis	Sarah Watson
Anneli Lindgren	James Barber	Steve Casey
Barry Clarkson	Joe Smith	Tim Jeffries-Harris
Caroline Calver	John Canton	Tina Allen
Chris Sanderson	Natalie Ansell-Crook	Tom Kisby
Debbie Hunt-Pain	Peter Forrest	
Hayley Shipton		
Ian Bardrick		

This list is correct as at 30/09/2023.