



Emergency SOP (Standard Operating Procedure) for Portsmouth Sailing Club and Victory Class Races

Major Incident Plan

1. Introduction

Risk assessment has been used to determine the most effective control measures in order to reduce as far as practicable the degree of risk imposed by Portsmouth Sailing Club and Victory Class activities.

The controls already in place, and described in the Risk Assessment, will enhance the safety of members and guests under all foreseeable conditions.

This section will describe how Portsmouth Sailing Club and the Victory Class will deal with situations of an extreme nature that could lead to actual or potential injury to one or more persons involved in organised activities.

Advice to competitors is that in the event they find themselves in a situation where there is a serious risk of death or serious injury they should first notify the Emergency services in the usual way.

If they are in a position to do so they should also notify the race officer on Channel 72 or 15 as appropriate.

The race officer for Portsmouth Sailing Club races will at all times maintain a listening watch on VHF Channel 16

The race officer for Victory Class events will have visual contact with all boats and will be listening on VHF Channel 15

2. Major Casualties

The following are incidents that could lead to a major casualty situation; the list is not exhaustive and the intention of this plan is to introduce systems that will seek to effectively control both those listed and the unforeseeable:

- ❖ Sinking
- ❖ Collision with powered craft and serious damage to several boats.
- ❖ Loss of one or more persons overboard in extreme weather conditions.
- ❖ Medical emergency in poor weather.
- ❖ Multiple physical injury.
- ❖ Loss to sight of boat or crew.



3. Action Plan

3.1 Immediate Action:

Rapid response by everyone involved during the initial stages of any incident will mitigate the potential for additional harm to competitors. The following action is to be initiated at any time that a situation exists that may lead to death or serious injury or when such a situation has already occurred;

- ❖ The alarm is to be raised by the launching of distress flares and attempting to communicate with the emergency services by VHF CH16. Subsequently VHF communication with the race officer should then be made.
- ❖ If communications can be established immediately, the location and extent of the incident should be passed to the emergency services; particular emphasis should be placed on the number of potential casualties and the proposed location at which the rescue teams should await casualty delivery. Emergency landing point will be Gosport ferry pontoon or Portsmouth Camber Dock or as directed by Emergency Services.
- ❖ Club officials/organisers not involved in the incident should take steps to coordinate all boats that have not been affected and move them in close company to a place of safety.
- ❖ Under no circumstances are children or crews to be left in the water unattended and if support boats are unable to offer immediate assistance a responsible person is to remain in the water with the children until assistance can be given.

3.2 Co-ordination:

The following actions are to be taken in order that all persons can be accounted for:

- ❖ When the emergency services arrive on the scene the race team are to immediately make contact with them and explain the current situation and extent and disposition of any casualties.
- ❖ The race team are to ensure that a list of all persons involved is available and be prepared to assist the emergency services in accounting for all those involved in the incident.
- ❖ The race team will coordinate all requests for information from families and the media. Next of kin are to be provided with details in respect of their own children only and are to be told their location; caution should be exercised in the release of any personal information. No information other than the overall details of the incident are to be given to the media; all requests for information are to be passed to the emergency services.
- ❖ When the situation has stabilised the class will inform all families of the incident and advise them to proceed to the club to meet their families when they return.



3.3 Post Incident

When all personnel are accounted for and casualties evacuated by the emergency services the remaining craft will return via their mooring to the centre with all remaining persons. All persons are to be immediately accounted for before being allowed to leave the premises.

4. Summary

The aim of this plan is to implement procedures that will be used in the event of the most extreme of situations. Portsmouth Sailing Club will ensure its effectiveness by implementing a regime of briefing race officers, and others involved in managing activities and maintain their competence in all areas of emergency control.

This document is dynamic and will be modified as circumstances dictate or when advice is received from the RYA or emergency services.