

	Helensburgh Sailing Club		
	<b>STANDARD OPERATING PROCEDURE</b>		
<b>Emergency Plan</b>			
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## Contents

1. Purpose:.....	2
2. Landing points.....	2
3. Initial Actions: .....	2
4. Post emergency actions .....	3
5. On water document.....	3

## 1. Purpose:

- 1.1. To document the formal processes in the event of a water-borne emergency at the Sailing Club, or an event organised by the Sailing Club.

# Emergency Plan

The clubhouse address is:

**Helensburgh Sailing Club, Gareloch Road, Helensburgh (on the A814 road towards Garelochhead and opposite Rhu Road Higher. Post code G84 8QT).**

## 2. Landing points

- 2.1. Rhu Marina is the 1st designated drop off point for any casualty. Greenock is the 2nd designated drop off point for a major casualty. This is considerably nearer to Paisley Royal casualty department. A decision MUST be taken in consultation with HM Coastguard who will arrange pick up.
- 2.2. This may be modified to Club main slipway for smaller events and club training sessions.
- 2.3. Helensburgh Pier is NOT appropriate although it may appear near
- 2.4. The hard standing at Rhu Hangars (HMNB Clyde "Offsite Emergency Centre") is the designated helicopter landing area in the event air evacuation is required. (HM Coastguard to manage.)

## 3. Initial Actions:

- 3.1. Medical Emergency - immediately call for medical assistance by the following means:
  - VHF or mobile phone call to the Safety Officer  
If instructed, or if no response available : -  
Telephone 999 and give the nature of the emergency or
  - VHF Channel 16 to Belfast Coastguard and give the nature of the emergency.  
HMCG will liaise with RNLI Helensburgh to arrange a lifeboat call-out.
- 3.2. Water-borne emergency  
If a medical emergency occurs on the water immediately call for assistance by VHF Channel 16 (as above) or telephone 999, give First Aid and
  - check for neck/back injury and only if **none** get the casualty(s) to shore, first establishing the most appropriate landing point – see section 1.
  - In the event of neck/back injury wait for RNLI who are equipped to deal with this. DO NOT MOVE casualty any more than absolutely necessary and only then carefully and slowly.

### 3.3. Multiple Incidents –

- Stop sailing/boating activities
- Instruct all people and boats to return ashore.
- Call for assistance.
- Account for all persons involved in activity.

3.4. Checklist:

- Emergency services contacted.
- First Aid given.
- Stop all sailing/boating activities and account for all participants.
- Prepare for arrival of emergency services -(landing place - clear route to casualty  
– ensure runner sent to main road to meet/direct ambulance.

#### **4. Post emergency actions**

- 4.1. After the emergency, contact the Event Safety Officer or Club Commodore or other HSC Flag Officer.
- 4.2. A report of the events must be submitted within 24 hours to record all details before memories fade. In particular any witnesses should be noted with names, addresses and contact details.

#### **5. On water document**

- 5.1. The following pages should be printed double sided, laminated and available on all RIBs

# On-the-Water Emergency Plan

## Helensburgh Sailing Club

This emergency plan is to be applied in conjunction with any pre-activity briefing, applicable Sailing Instructions and Risk Assessment.

### Medical emergency

Seek the advice of the first aider for the event. If the injury is assessed as serious and requiring urgent medical attention, call Belfast Coastguard on VHF channel 16 who will arrange an appropriate response.

If the casualty is to be transported ashore, they should be taken to Rhu Marina, who should be contacted on VHF channel 16 or on the telephone number given below.

If the patient requires hospital treatment and transportation has not been arranged by the Belfast Coastguard then call 999 and give the nature of the emergency.

### Multiple capsizes

If multiple capsizes occur such that the Safety Fleet is stretched beyond its ability to cope with individual boats and crew, PRO and Safety Control will issue the signal "CODE RED, CODE RED, CODE RED" on the assigned communications channel.

Upon hearing this signal, all racing will cease, safety boats will concentrate on rescuing sailors and will not attempt to rescue boats.

Capsized boats will be checked for competitors under them and a piece of marker tape will be attached to the transom of such checked and cleared boats. Boats still sailing will be directed to the Race Committee Vessel. Safety Control will decide whether rescued sailors are to be transported directly ashore to Helensburgh SC or to the Committee Vessel(s) and Mother Ship(s).

A tally will be conducted as sailors are landed at the slip and/or on the Race Committee Vessels to ensure that all persons involved in the activity are accounted for.

If, in the opinion of Safety Control, the Safety Fleet is unable to cope with the situation or if there are missing persons, Safety Control will call Belfast Coastguard on VHF channel 16 to report the nature of the emergency.

After the emergency, Safety Control may direct safety boats to recover capsized dinghies.

The Safety Fleet will be stood down only when Beachmaster confirms that all persons are safely ashore.

## Fog

If fog descends on the course such that visibility is so severely reduced that the safety of boats is compromised, PRO and Safety Control will issue the signal “CODE RED, CODE RED, CODE RED” on the assigned communications channel.

Upon hearing this signal, the safety boats will implement “Fog Procedures”. The Race Committee Vessel will remain anchored at the same position as it was before fog descended.

Safety boats will corral the fleet, require competitors to heave to and be prepared to be taken under tow. If any boat capsizes, the tow will stop until that boat is righted. All tows will proceed to the Race Committee Vessel (for their course if more than one course), where a tally of sailors will be taken.

If there are missing persons, Safety Control will call Belfast Coastguard on VHF channel 16 to report the nature of the emergency.

Safety Control will decide when the fleet of towed boats is to be taken ashore. The fleet of towed boats will be led towards the slip at Helensburgh SC, usually by the Race Committee Vessel or such other vessel as may be agreed between PRO and Safety Control.

The Safety Fleet will be stood down only when Beachmaster confirms that all persons are safely ashore.

## Useful information

### Telephone numbers

Helensburgh Sailing Club:	01436 673424
Rhu Marina:	01436 820238
KHM Duty Ops:	01436 674321 Ext 3555 or 4005
MCA Coastguard:	999 (if necessary, 028 9147 5300)
Clydeport Estuary Control:	0151 949 6651

### Location of the Clubhouse and Rhu Marina

**The Clubhouse** is situated on Rhu Road Lower, Helensburgh, G84 8QT. It is on the A814 between Helensburgh and Rhu.

**Rhu Marina** is situated on Rhu Road Lower, Helensburgh, G84 4LH. It is also on the A814 between Helensburgh and Rhu just beyond the sailing club.