

Emergency Plan
Odawa Area White Tail Camp
April 23-25, 2010

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Event Information

2 night camp for 3rd year Beavers to get an idea of the activities they will be doing when they swim up to Cubs. The event is intend to instil a sense of anticipation and desire to continue with Scouting and enter Cubs.

Scouter In Charge: Peter Smith
8th Orleans
613-282-8627 (cell)

First aid Scouter:	Each Colony provides at least 1 First Aider Peter Smith does have Standard First Aid
Potable water:	Yes
Flushing Toilets:	Yes
Adequate shelter:	Yes
Balanced meals plan:	Yes

Event Location

- Drouin Farm
- 1230 Route 400, Casselman, ON

Emergency Phone Numbers

- Ambulance - 911
- Fire Department - 911
- Police - 911
- Poison Control - (800) 267-1373
- CHEO Hospital - (613) 737-7600
- Casselman Medical Center - (613) 764-5440
- Urgent Care Orleans- (613) 841-5389
- Scouter In Charge (613) 282-8627 Cell

Forms

- Each Colony needs to bring copies of Registration forms for each youth and Leader
- non-scouting members need to have completed a "Hold Harmless" form
 - available from www.scouts.ca.
- Colony contact leader needs to know if any participants have opted out of the 'photo release'

- ❑ All forms to be held by Colony contact leader in a sealed envelope in an accessible location (vehicle is sufficient).

General Safety and Security

- ❑ All youth must be accompanied while they are away from the Colony.
- ❑ Remember "2 deep" rule applies, unless the youth is your own child
- ❑ No smoking is permitted in front of the youth, a designated area will be pointed out for those in need.
- ❑ No alcohol consumption is permitted at anytime. Anyone found consuming alcohol or illegal substances will be advised to immediately vacate the premise.

Direction to CHEO. 401 Smyth Rd. Ottawa, Ontario.

- ❑ Follow the directions attached (reverse order to get to Hwy 417)
- ❑ West on Hwy 417
- ❑ Take 417 at Walkley Exit
- ❑ left after offramp, onto Walkley
- ❑ right on Russell
- ❑ left onto Smyth
- ❑ Follow until CHEO 401 Smyth Rd. - (613) 737-7600

Direction to Casselman Medical Centre, 629 Principale

- Follow directions (attached) to get back onto Principale in the town of Casselman
- Located on left as approaching Hwy 417 (613-764-5440)

Plan for Communications

- ❑ Advise the Scouter In charge immediately of any emergency situation.
 - ❑ Cell phone coverage as been confirmed for the location
 - ❑ Complete incident report form as required by Scouts Canada and submit as per instructions on form.
 - ❑ In the event of an evacuation, all groups will gather in the parking lot near the storage shed (west). Each Colony contact to account for their youth, leaders and parents.

Directions to Drouin Farm

- ❑ See attachment

Emergency Plan of Action

Because emergencies can happen at any time, it is best to prepare ahead of time. Think about your activity and the different situations that might arise.

Then think about how you should respond to those situations. If you do plan ahead, then if anything does happen you will be able to:

1. Remain CALM.
2. Think CLEARLY.
3. ASSESS the Situation.
4. Determine the CORRECT Response.
5. Act APPROPRIATELY.
6. CALL 911 for Any Needed Emergency Services.
7. Remain calm and think clearly.
8. Render any immediate assistance needed.
9. Call 911 or the operator for any needed emergency services (fire department, rescue squad/ambulance, police).
10. Have someone (a responsible adult, if possible) standing by to direct emergency services to the scene.
11. Contain the emergency situation to where it happened. Keep everything as normal and calm as possible.
12. Get all the facts. Keep a chronological record. Write it down on the Accident, Incident Report Form .
13. What happened? When did it happen? Where did it happen? How did it happen?
14. Why did it happen? What is being done? Who were the witnesses? Who is involved?
15. Investigate rumours.
16. Send Accident, Incident Report Form to Your Group Chair.
17. If a Crisis Occurs— Injury, Missing Person or Fatality —
Give priority attention to the injured.
 - ❑ Call 911 or the operator for emergency services (fire dept, rescue squad, police). For a fatality always call the police. Do not disturb the victim or surrounding area; keep everyone away. Have a responsible adult stay at the scene.
 - ❑ Contact the parent, guardian, spouse or other responsible person. Report the nature of the situation and the condition of the injured person. Secure wishes for hospitalisation, medical treatment and personal attendance.
 - ❑ Have a responsible adult stay with the injured, if at all possible, until the parent, guardian or spouse arrives.
 - ❑ To Handle the General Public or Media—
 - ❑ Keep onlookers away from the scene. Be polite but firm. You are in charge.
 - ❑ MAKE NO STATEMENTS TO THE MEDIA! Do not discuss the incident, place any blame, or accept liability.