

EMERGENCY RESPONSE CARD TEMPLATE

Clubs or events may find it useful to display an Emergency Response Card which gives a quick reference outline of the information that will need to be given and the key steps to take in the case of a life threatening emergency. This is a sample of the information you may need.

Name of organisation/Event

You're Location.	
Address	
Post code	
Lat/Long	
Description of location, if needed.	
Telephone contact number/s	
In an emergency	
Affect rescue/render assistance.	
Make contact with others to assist	
Location of first aid kit/support	
Administer first aid, nominated first aider's/location of first aid support	
Call for emergency service help 999	
Be prepared to tell them: - <ul style="list-style-type: none"> • Who you are, your name and call back number • Current location of injured person • Description of boats (if requesting on-water help) • Age/gender/number of injured people • Type of injury/situation 	
Send someone to meet/direct the Emergency Services	
Transfer the casualty to the emergency services.	
Inform key people e.g. Club Chairman, event organiser, family of the casualty	
Complete an Incident Report Club/event incident log book/form. British Canoeing (online) Incident Report Form	https://www.britishcanoeing.org.uk/go-canoeing/incident-reporting

If support is required contact safety@britishcanoeing.org.uk