

QO Emergency Procedures

When dealing with injuries:

- Stay calm, take stock of the situation and identify what happened
- If there is danger of further injuries, remove the hazards first
- Provide first aid as best you are able - preferably get a trained first aider to deal with the injured person unless this will result in delay
- Do not move someone with major injuries unless they are in danger from further injury
- Do not hesitate to call 999 if necessary
- Make sure the Organiser is aware of the incident.
- While the incident is dealt with, ensure any children are adequately supervised.

The Organiser will:

- Contact the injured person's family if necessary.
- Ensure everyone affected is able to get home.
- Together with the First Aider, fill in the QO Accident Book (in the First Aid kit) and complete an incident/accident report form. Send the report form to BOF as soon as possible.
http://www.britishorienteering.org.uk/downloads/documents/events_insurance_accidentreportform.doc

July 2010

QO Emergency Procedures.doc