

**Paseo Aquatics Swim Team (PAST)
Emergency Action Plan**

EMERGENCY ACTION PLAN

For

Team: Paseo Aquatics Swim Team

Facility Name: The Paseo Club

Facility Address:

- The Paseo Club - 27650 Dickason Drive, Valencia, CA. 91355 ph: 661 257-0044

Facility Name: Castaic Aquatics Center

Facility Address:

- Castaic Aquatics Center - 31350 North Castaic Road, Castaic, CA. 91384 ph: 661 257-6537

DATE PREPARED: 12/30/2013

EMERGENCY PERSONNEL NAMES AND PHONE NUMBERS

DESIGNATED RESPONSIBLE OFFICIAL

Castaic Aquatics Center: Jay Wolf, Chris Dahowski
The Paseo Club: Jay Wolf, Mikaela Cowan, Heather Roney

Name: Jay Wolf Club President	Phone: (661) 312-9656
Name: Chris Dahowski Head Coach	Phone: (818) 663-3917
Name: Mikaela Cowan Coach	Phone: (661) 257-0044
Name: Heather Roney Coach	Phone: (661) 257-0044

EMERGENCY COORDINATOR:

Name: Mikaela Cowan Coach Phone: (661) 257-0044

Site MONITORS (If applicable):

Site 1: Castaic Name: Jay Wolf Phone: (661) 312-9656
Site 2: Paseo Name: Jay Wolf Phone: (661) 312-9656

Date 12/30/2013

EVACUATION ROUTES

- Evacuation route maps have been posted in each work area. The following information is marked on evacuation maps:
 1. Emergency exits
 2. Primary and secondary evacuation routes
 3. Locations of fire extinguishers
 4. Fire alarm pull stations' location
 - a. Assembly points

- Site personnel should know at least two evacuation routes.

EMERGENCY PHONE NUMBERS

- **Ambulance: 911**
- **Fire or Paramedics: 259-2111**
- **Sheriff: 255-1121**
- **Henry Mayo Memorial Hospital: 253-8000**
- **Poison Hotline (24 hrs): 800-876-4766**
- **Community Hotline: 255-1800**
- **Child Care Resource Center: 255-2474**
- **Highway Patrol: 257-6030**
- **Road Conditions: 800-427-7623**
- **24 Hour Crisis Intervention: 800-635-1810**
- **Building Manager (if applicable):**

Date 12/30/2013

UTILITY COMPANY EMERGENCY CONTACTS

(Specify name of the company, phone number and point of contact)

- **Blue Barrel Disposal: 259-2398**
- **Chiquita Canyon Landfill: 257-3655**
- **SBC Communications (Phone): 800-310-2355**
- **Southern California Edison: 800-684-8123**
- **Southern CA Gas Company: 800-427-2200**
- **Santa Clarita Disposal: 252-8208**
- **Santa Clarita Water Co.(Cyn. Cnty.): 259-2737**
- **Valencia Water: 294-0828**

Date 12/30/2013

EMERGENCY REPORTING AND EVACUATION PROCEDURES

Types of emergencies to be reported by site personnel are:

- Facility Emergency
 - Weather Emergency
 - Fire and Chemical Emergency
 - Emergency Incident
 - Medical Emergency
 - Drowning Emergency
 - Spinal Management
 - Other (specify)_____
- (e.g., terrorist attack/hostage taking)

**FACILITY
EMERGENCY**

Assessment
Is it life threatening? If so, clear the building

Call 911
(if appropriate)

Direct patrons to safety

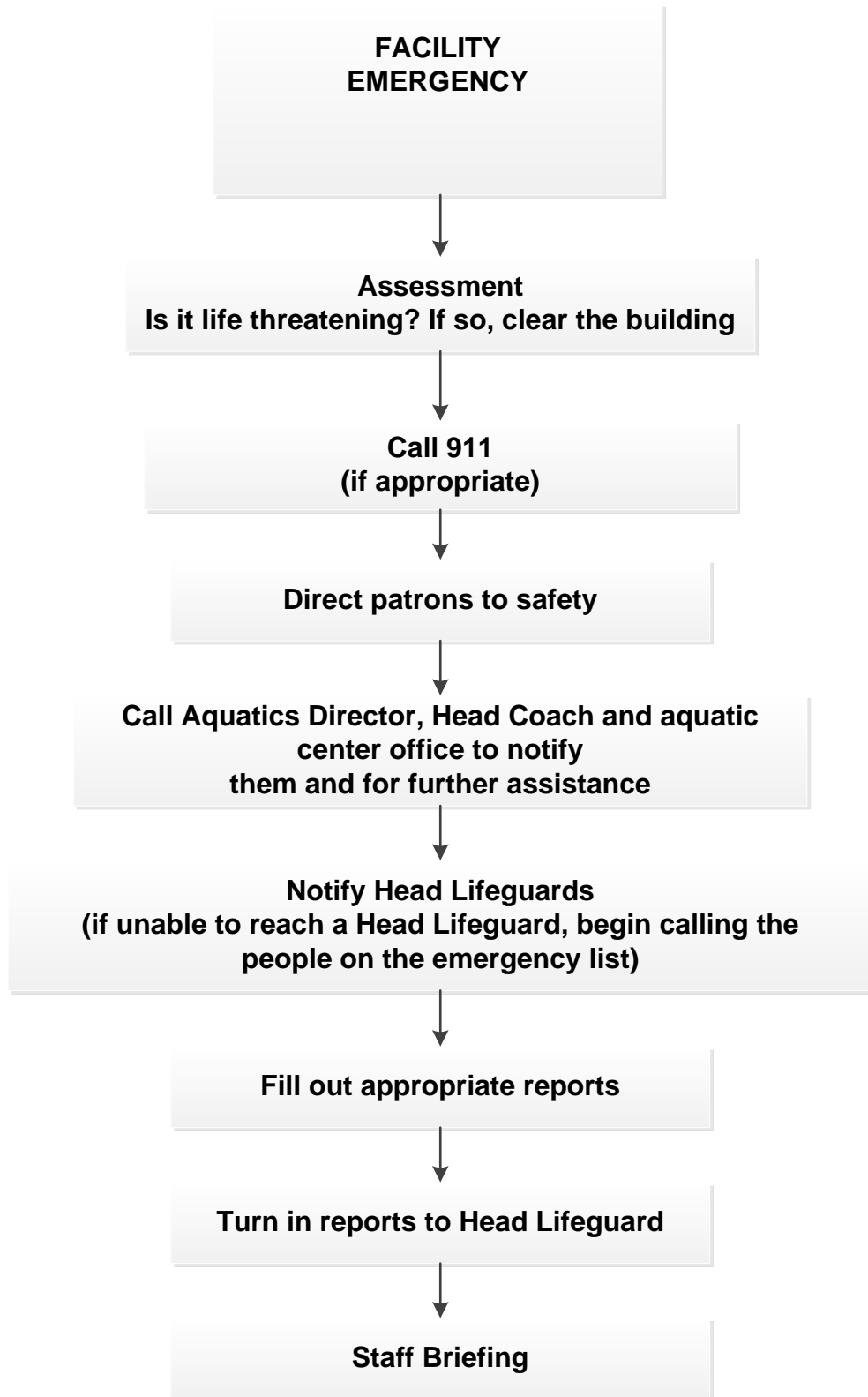
**Call Aquatics Director, Head Coach and aquatic
center office to notify
them and for further assistance**

Notify Head Lifeguards
**(if unable to reach a Head Lifeguard, begin calling the
people on the emergency list)**

Fill out appropriate reports

Turn in reports to Head Lifeguard

Staff Briefing



**WEATHER
EMERGENCY**

Coach/Lifeguard is alerted

3 whistles – Clear the pool area

**Direct patrons nearest locker rooms
and/or clubhouse**

**Call Aquatics Director, Head Coach and aquatic
center office to notify
them and for further assistance**

**Notify Head Lifeguards
(if unable to reach a Head Lifeguard, begin calling the
people on the emergency list)**

**Maintain crowd control keep pool clear until weather conditions improve
(in the case of thunder/lightning clear pool area for minimum of 30 minutes from
the last sound of thunder and/or sight of lightning.)**

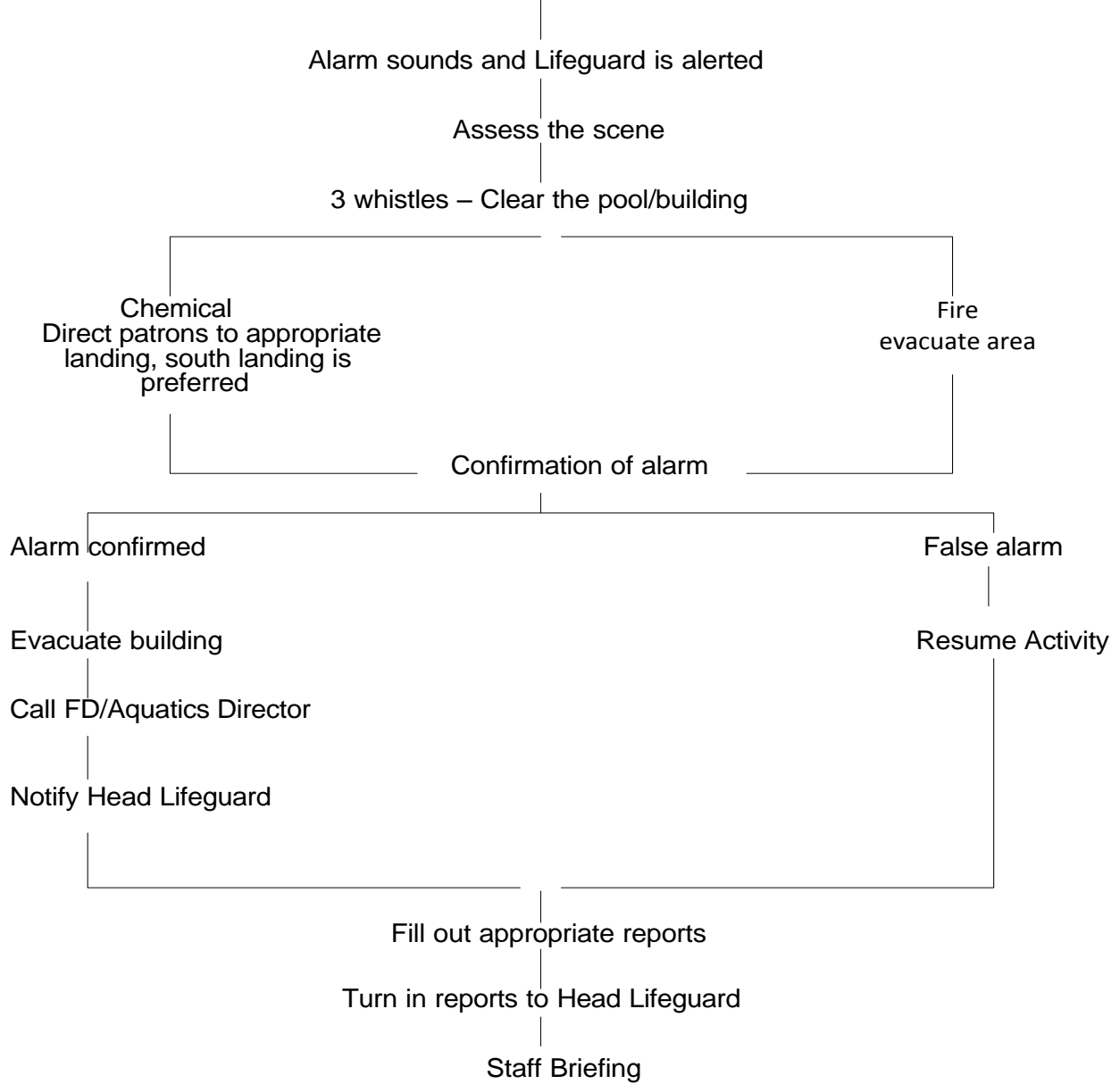
Fill out appropriate reports

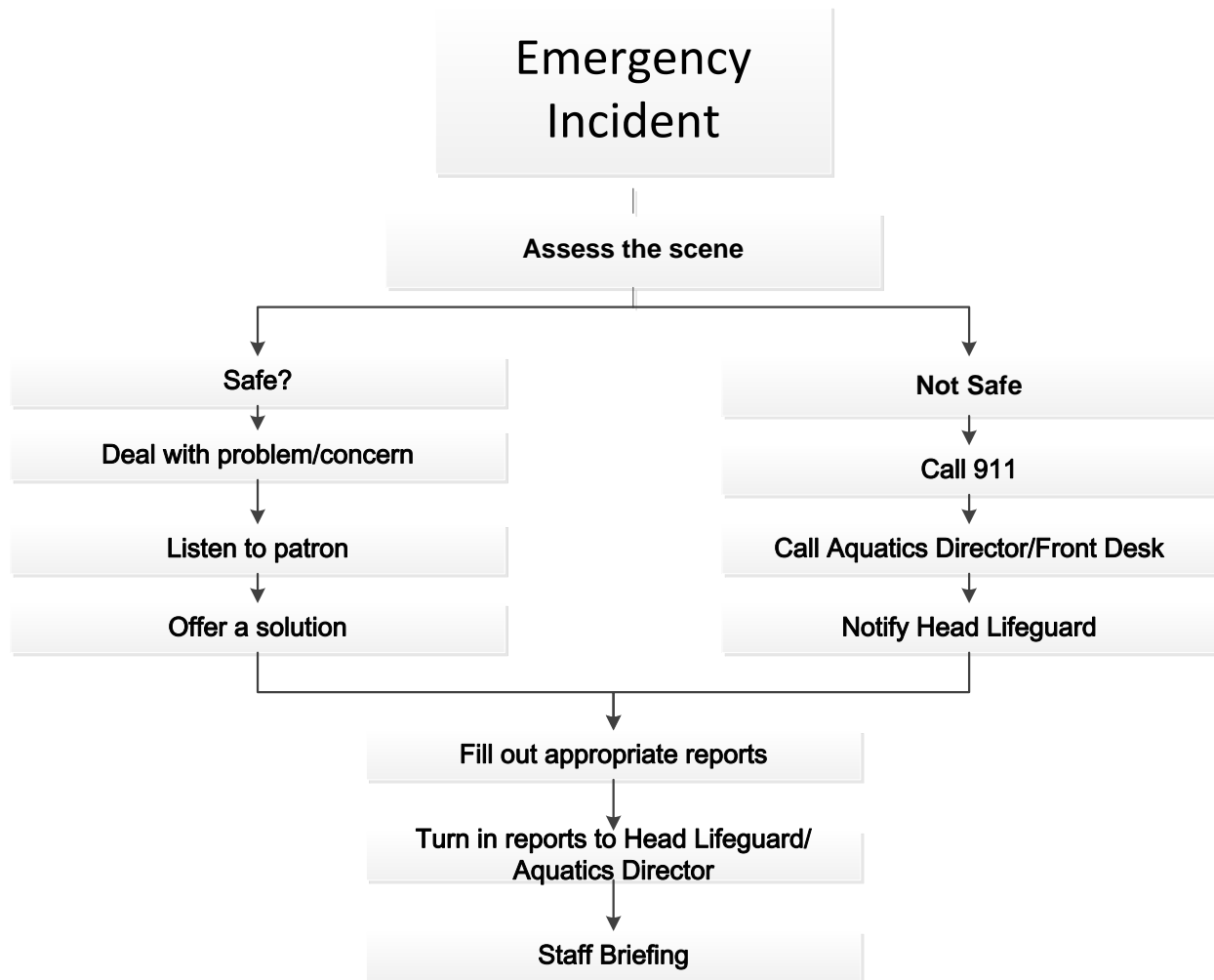
Turn in reports to Head Lifeguard

Staff Briefing

FIRE & CHEMICAL

EMERGENCY





Medical Emergency

**Call Paramedics, Ambulance, Fire
Dept or other**

Provide the following:
A.Nature of emergency
B.Location(address)
C.Your name and phone

Do not move victim

**Call the following personal trained in
CPR and First Aid to provide
assistance prior to the arrival of
professional medical help:**

Chris Dahowski Head Coach
(661) 257-0044

Mikaela Cowan Coach
(661) 257-0044

Heather Roney Coach
(661) 257-0044

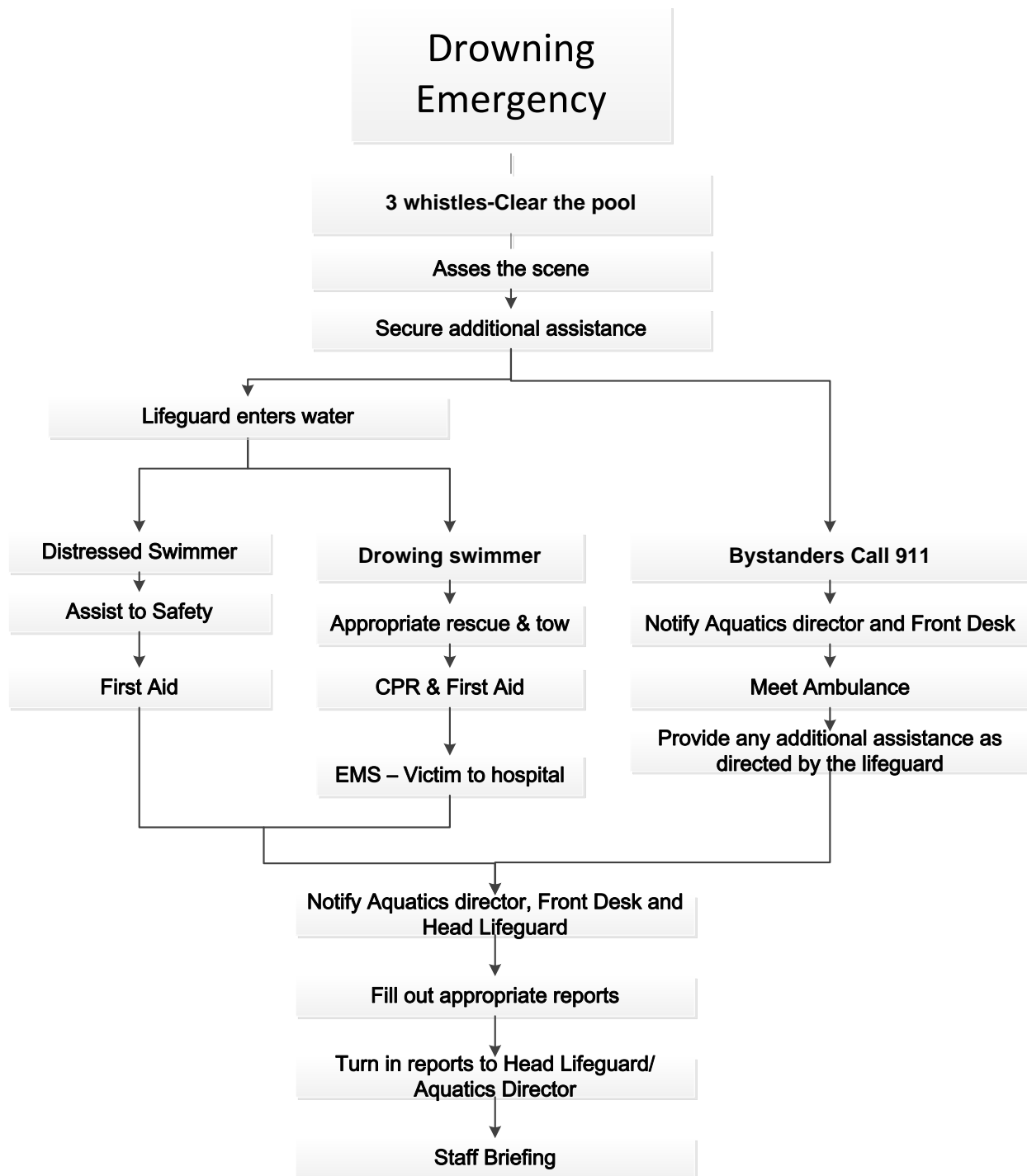
If personnel trained in First Aid are not available, as a minimum, attempt to provide the following assistance:

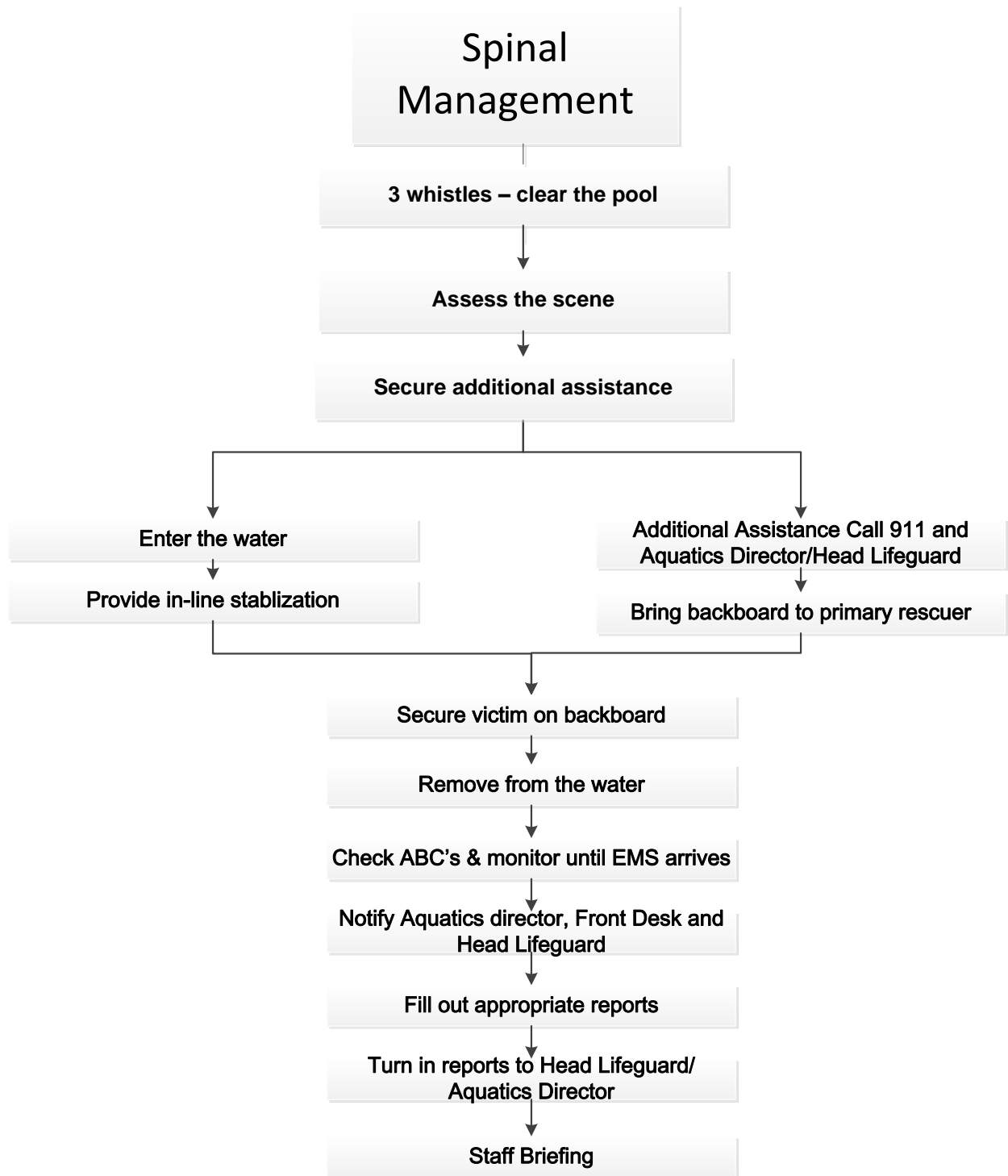
A. Stop the bleeding with firm pressure on the wounds (note: avoid contact with blood or other bodily fluids).

B. Clear the air passages using the Heimlich Maneuver in case of choking.

In case of rendering assistance to personnel exposed to hazardous materials, consult the Material Safety Data Sheet (MSDS) and wear the appropriate personal protective equipment. Attempt first aid ONLY if trained and qualified.

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TELEPHONE BOMB THREAT CHECKLIST

INSTRUCTIONS: BE CALM, BE COURTEOUS. LISTEN. DO NOT INTERRUPT THE CALLER.

YOUR NAME: _____ TIME: _____ DATE: _____
CALLER'S IDENTITY SEX: Male _____ Female _____ Adult _____ Juvenile _____ APPROXIMATE AGE: _____
ORIGIN OF CALL: Local _____ Long Distance _____ Telephone Booth _____

VOICE CHARACTERISTICS	SPEECH	LANGUAGE
<input type="checkbox"/> Loud	<input type="checkbox"/> Fast	<input type="checkbox"/> Excellent
<input type="checkbox"/> High Pitch	<input type="checkbox"/> Distinct	<input type="checkbox"/> Fair
<input type="checkbox"/> Raspy	<input type="checkbox"/> Stutter	<input type="checkbox"/> Foul
<input type="checkbox"/> Intoxicated	<input type="checkbox"/> Slurred	<input type="checkbox"/> Good
<input type="checkbox"/> Soft	<input type="checkbox"/> Slow	<input type="checkbox"/> Poor
<input type="checkbox"/> Deep	<input type="checkbox"/> Distorted	<input type="checkbox"/> _____
<input type="checkbox"/> Pleasant	<input type="checkbox"/> Nasal	<input type="checkbox"/> Other
<input type="checkbox"/> Other	<input type="checkbox"/> Other	
ACCENT	MANNER	BACKGROUND NOISES
<input type="checkbox"/> Local	<input type="checkbox"/> Calm	<input type="checkbox"/> Factory
<input type="checkbox"/> Foreign	<input type="checkbox"/> Rational	<input type="checkbox"/> Machines
<input type="checkbox"/> Race	<input type="checkbox"/> Coherent	<input type="checkbox"/> Music
<input type="checkbox"/> Not Local	<input type="checkbox"/> Angry	<input type="checkbox"/> Office
<input type="checkbox"/> Region	<input type="checkbox"/> Irrational	<input type="checkbox"/> Machines
	<input type="checkbox"/> Deliberate	<input type="checkbox"/> Street
	<input type="checkbox"/> Righteous	<input type="checkbox"/> Traffic
	<input type="checkbox"/> Emotional	<input type="checkbox"/> Trains
	<input type="checkbox"/> Laughing	<input type="checkbox"/> Animals
		<input type="checkbox"/> Quiet
		<input type="checkbox"/> Voices
		<input type="checkbox"/> Airplanes
		<input type="checkbox"/> Party
		<input type="checkbox"/> Atmosphere

BOMB FACTS

PRETEND DIFFICULTY HEARING - KEEP CALLER TALKING - IF CALLER SEEMS AGREEABLE TO FURTHER CONVERSATION, ASK QUESTIONS LIKE:

When will it go off? Certain Hour _____ Time Remaining _____

Where is it located? Building _____ Area _____

What kind of bomb? _____

What kind of package? _____

How do you know so much about the bomb? _____

What is your name and address? _____

If building is occupied, inform caller that detonation could cause injury or death.

Activate malicious call trace: Hang up phone and do not answer another line. Choose same line and dial *57 (if your phone system has this capability). Listen for the confirmation announcement and hang up.

Call Security at _____ and relay information about call.

Did the caller appear familiar with plant or building (by his/her description of the bomb location)? Write out the message in its entirety and any other comments on a separate sheet of paper and attach to this checklist. Notify your supervisor immediately.

911 Call Example

Dial 911

Read the following

**“An Aquatic Emergency exists at
The Paseo Club pool area 27650
Dickason Valencia, Ca 91355 or
Castaic Aquatics Center - 31350
North Castaic Road, Castaic, CA
91384
A Paseo club employee will meet
you at the front desk and direct you
to the pool area. There has
apparently been a injury.”**

**Remain on the phone with the dispatched until emergency
personnel arrive on the scene**

DO NOT HANG UP

**Please complete the necessary paperwork and notify the Aquatic
Director immediately after the emergency**

TRAINING

The following personnel have been trained to ensure a safe and orderly emergency evacuation of other employees:

Facility: Castaic Aquatics Center or The Paseo Club

Name	Title	Responsibility	Date	Training
Jay Wolf Club	President	All Coaches/Swimmers	12/30/2013	
Chris Dahowski	Head Coach	All Coaches/Swimmers	12/30/2013	CPR, AED, APT, First Aid, FS
Mikaela Cowan	Coach	All Swimmers	12/30/2013	CPR, AED, APT, First Aid, FS
Heather Roney	Coach	All Swimmers	12/30/2013	CPR, AED, APT, First Aid, FS
Steffen Land	Coach	All Swimmers	12/30/2013	CPR, AED, APT, First Aid, FS

- APT - Athlete Protection Training
- FS – First Responder Training
- AED – Automated External Defibrillator
- CPR – Cardiopulmonary Resuscitation

