

## **NORTH JEFFCO SWIM TEAM SAFETY ACTION PLAN AND INFORMATION**

### **Daily Activities**

North Jeffco Swim Team (“NJST”) swimmers, parents and guests are to follow all North Jeffco Parks and Recreation (“NJP&R”) rules and regulations when on NJP&R property.

NJST swimmers, parents and guests are to follow all USA Swimming rules and regulations when performing an activity associated with NJST.

NJST’s coaches are to know and enforce all USA Swimming rules and regulations when conducting business for NJST and all NJP&R rules and regulations when on NJP&R property.

NJST coaches, every time upon entering the swim facility, are to note where the emergency equipment is located and where the first aid supplies are kept.

The Head Senior Coach and Head Age Group Coach are the designated spokespersons for NJST regarding any emergency. All information to the public or team members is to be disseminated through them.

### **Emergency Contact Phone Numbers**

Beth Graf, NJP&R Aquatics Director	cell 303-519-3165	work 303-403-2514
Poison Control	1-800-222-1222	
Non-emergency Police	303-277-0211	

### **Closest Hospital**

Lutheran Medical Center  
8300 West 38<sup>th</sup> Avenue  
Wheat Ridge, Colorado 80033  
303-425-4500

### **Emergencies**

In the event of an emergency situation at a pool facility, NJST coaches are to follow the instructions of the pool facility’s aquatics staff members *and, in addition*, take any additional actions, including those set forth below, which the coach deems necessary for the protection of the health and safety of NJST swimmers, staff, and/or the general public.

#### **Weather Emergency**

1. Notify aquatics staff.
2. Clear the deck and/or building, if appropriate, and send swimmers and NJST staff to a safe location according to the weather emergency (for example, to the locker rooms for a tornado or severe lightning).
3. Supervise swimmers and keep everyone calm.
4. Fill out any necessary reports and send them to USA Swimming if required.
5. Review safety action plan and make changes if appropriate.
6. Organize NJST staff/swimmer debriefing and counseling if necessary.

#### **Fire & Chemical Emergency**

1. Clear the building and take swimmers and NJST staff to the far side of the parking lot.
2. Notify aquatics staff and call 911.
3. Supervise swimmers and keep everyone calm.
4. If false alarm, send everyone back in the building.
5. If not false alarm, contact swimmers’ parents to pick up swimmers.
6. Fill out any necessary reports and send them to USA Swimming if required.

7. Review safety action plan and make changes if appropriate.
8. Organize NJST staff/swimmer debriefing and counseling if necessary.

### **Facility Emergency (not fire or chemical)**

1. Clear the building and take swimmers and NJST staff to the far side of the parking lot.
2. Notify aquatics staff and call 911.
3. Contact swimmers' parents to pick up swimmers.
4. Supervise swimmers and keep everyone calm.
5. Fill out any necessary reports and send them to USA Swimming if required.
6. Review safety action plan and make changes if appropriate.
7. Organize NJST staff/swimmer debriefing and counseling if necessary.

### **Incident Emergency**

1. Assess the situation and, if it is safe, notify aquatics staff and deal with the problem without interruption of swimmers.
2. If the situation is not safe, clear the pool or building, as appropriate, and send swimmers and NJST staff to a safe location away from the incident.
  - a. Notify aquatics staff and call 911.
  - b. Supervise swimmers and keep everyone calm.
  - c. If incident is long-lasting, contact swimmers' parents to pick up swimmers.
3. Fill out any necessary reports and send them to USA Swimming if required.
4. Review safety action plan and make changes if appropriate.
5. Organize NJST staff/swimmer debriefing and counseling if necessary.

### **Drowning Emergency**

1. If victim is active, notify aquatics staff and supervise swimmers but continue normally.
2. If victim is passive, notify aquatics staff and call 911.
  - a. Clear the pool and send swimmers to a location away from the incident.
  - b. Supervise swimmers and keep everyone calm.
3. Coaches with appropriate medical training should provide aquatics staff with assistance if requested (for example, CPR or Rescue Breathing).
4. Meet ambulance and direct to emergency location.
5. Fill out any necessary reports and send them to USA Swimming if required.
6. Review safety action plan and make changes if appropriate.
7. Organize NJST staff/swimmer debriefing and counseling if necessary.

### **Other Medical (non-drowning) Emergency 1.**

Notify aquatics staff and call 911.

2. Clear the pool and send swimmers to a location away from the incident.
3. Supervise swimmers and keep everyone calm.
4. Coaches with appropriate medical training should provide aquatics staff with assistance if requested.
5. Meet ambulance and direct to emergency location.
6. Fill out any necessary reports and send them to USA Swimming if required.
7. Review safety action plan and make changes if appropriate.
8. Organize NJST staff/swimmer debriefing and counseling if necessary.

### **When Contacting 911 1.**

Dial 911

2. Tell EMS of the emergency with a brief description.
3. Give the location of the facility if requested (7900 Carr Drive, Arvada).

4. Stay on the phone with the EMS personnel until they say it is ok to hang up.

**Staff Certifications**

Head Senior Coach: Brett Stoyell

Check coach's certification for expiration dates.

Head Age Group Coach: Carmen Babcock

Check coach's certification for expiration dates.

Assistant Coach: Ashley Cully-Strickland

Check coach's certification for expiration dates.

Assistant Coach: John Dalton

Check coach's certification for expiration dates.

*Prepared by North Jeffco Swim Team's Safety Chairman, January 2008.*