

Emergency Action Procedures

Non-serious incident (non-life threatening)

- Only staff certified in first aid should assist if necessary.
- Make injured person feel as comfortable as possible.
- Aquatic Director, DOD, or Building Supervisor will call parent and explain situation leaving decision to call hospital or doctor to the family.
- Complete incident/accident report immediately after incident or accident (incident/accident forms must be filled out completely and accurately regardless of perceived insignificance).

Serious Incident (life threatening)

- Give one long blast to signal an emergency and clear the pool.
 - Use radio to notify front desk of an emergency and for them to call 911 and bring the AED.
 - Enter water.
 - Approach victim and perform rescue, remove victim from water and perform necessary care.
 - Designate another lifeguard or bystander to retrieve backboard or any other equipment necessary.
 - Front desk, DOD, or Site Manager will meet and escort EMS to pool.
 - Have witnesses remain to report names and information on incident/accident report.
 - Immediately fill out incident/accident report completely and accurately. Do not re-open pool until supervisor has arrived and determines that the pool can be re-opened.
- ** Do not discuss any incident/accident with anyone (including the media) except your immediate supervisor.****

Special Aquatic Emergencies

Vomit

- In the event of a vomit incident, immediately clear the pool.
- Call facilities and supervisor to notify them of the incident.
- Begin scooping vomit out of pool and into biohazard bags, clean net with bleach and water when done.
- Facilities and supervisor will determine if chemicals need to be added, if pool needs to be closed, and for how long. DO NOT MAKE THIS DECISION ON YOUR OWN!!

Feces (Code Brown)

- In the event of a fecal accident, immediately clear pool.
- Call facilities and supervisor to notify them of the incident.
- Scoop feces out of the pool with the net and into biohazard bags, clean net with bleach and water when done.
- Facilities and supervisor will determine if chemicals need to be added, if pool needs to be closed, and for how long. DO NOT MAKE THIS DECISION ON YOUR OWN!!

Body Fluids on the Deck

- The affected area needs to be clearly marked to ensure patrons do not enter.
 - Radio facilities there is an accident on the pool deck and to bring a bodily fluid clean up kit.
- *Bernard Weinger staff will radio front desk and front desk will contact facilities.

Lightning

- We do NOT CLOSE for lightning or thunder.

Missing Swimmer

- Give one long whistle blast to clear the pool.
- Have all guards search pool.
- Contact Director, DOD, or Building Supervisor to search locker rooms.

Fire

- When the fire alarm is sounded give one long whistle blast to clear the pool.
- Evacuate pool area through the emergency exit, do not allow patrons to re-enter the locker rooms.
- Give patrons blankets to assist in keeping warm while outside.
- Do not re-enter the building until given the "all clear" from the fire department.

Power Outage

- Give one long whistle blast to clear the pool.
- One guard needs to remain on the pool deck until it is secure.
- Other guard should take a flashlight in to locker room to assist patrons in getting their belongings.

Lockdown

- During a lockdown, secure yourself in a safe area. (If you are not in a secure location, proceed to one and commence lockdown procedures.)
- Those that are in the pool should lock down in one of the adult locker rooms or family locker rooms
- No building sweeps should be made during lockdown.
- Remain in lockdown until receiving the "all clear" signal.

Blue Point system

The blue point system is located on the south wall of the pool.

If medical attention is needed Pull the Green box

If police are needed Pull the Blue box.

Yellow Emergency Phone

In the event of an *EMERGENCY:*

- A. Dial **0** for the **front desk** using the emergency phone

B. Ask the **front deck** person to bring the **AED** to the pool

C. If the **front Desk** DOES NOT answer, hang up and dial **911** using the emergency phone.

D. If the **emergency phone** is **not working**, use your **personal cell phone** and dial **911**

E. State the **location** which is:

- **Bernard Weinger JCC in the pool and the address is 300 Revere Dr, Northbrook IL**

And say the **front desk** number is: **224-406-9200**.

F. DO NOT HANG UP UNTIL YOU ARE TOLD TO DO SO BY THE EMERGENCY PERSONAL