

EMERGENCY PLAN

Camp Caillet - Nanaimo

Date of Camp: _____

1. The Scouter in Charge of this event is _____
2. All activities that have been planned have been examined for risk in accordance with Scouts Canada's "Bylaw, Policies, and Procedures" dated July 2012 - February 2015 (also known in this document as BP&P), Sections 7000, 10000, and 13000. There are no activities planned which are at an unreasonable risk for the candidates during this event.
3. All rules for this camp shall be announced prior to arrival at camp. In addition, Scouts Canada, Cascadia Council, the **Central Island Area**, and the Event Organizers are **not** responsible for any damage or loss of personal property.
4. A "Camping and Outdoor Activity Application" must be submitted to the Group Commissioner prior to the start of the camp. The Physical Activity Forms and Non Member Physical Activity Forms will be available for each member of the party whilst on site at all times. In addition, any persons who are not members of Scouts Canada are to have filled out a Hold Harmless Form.
5. Nanaimo, British Columbia is a **911** community and as such emergency services can be contacted by dialing "911". Non-emergency numbers for the following in the Nanaimo area are as follows: (If **any** of these numbers are used the Group Commissioner **shall** be informed as soon as possible. An incident report {Found in Section 20000 of BP&P} **shall** also be filled out.)
 - Police (250) 754-2345
 - Fire Department (250) 753-7311
 - Nanaimo Regional General Hospital (Nearest Emergency Ward) (250) 755-7691
 - BC Ambulance Service (250) 758-8181
 - BC Poison Control Center 1-800-567-8911
 - Scouter in charge _____
 - Conservation Officer 1-877-952-7277
6. The nearest 24-hour Emergency Ward is located at Nanaimo Regional General Hospital, 1200 Dufferin Crescent, Nanaimo BC V9S 2B7
7. The trip First Aider is _____, the leaders are to ensure the youth are taking their medications according to the instructions. The designated first aiders are **not authorized** to prescribe any medications but can assist in giving medications. Each individual adult will be responsible for their own medications as needed.
8. The group will supply a **complete First Aid Kit**.
9. Emergency communications will be by cell phone located with the following leaders;
_____ **Telephone:** _____
10. **The Leader in charge** will contact the Group Commissioner or designate check-in person via cell phone to "**Check-in**" and confirm location of the group
11. In case of an **evacuation** from the event areas, the gathering place will be the **flag pole**

at the end of the field and relayed to the attendees upon arrival. In case of a full evacuation, the assembly area or gathering place will be at the same place. A head count and vehicle check will be undertaken by the Leader in Charge as the camp is evacuated. For youth events **ALL** leaders will be in attendance until all youth have been picked up. Evacuation will only take place if it is safe to do so.

12. All accidents and incidents shall be reported as stated in BP&P Section 13011. Also, Event Chief, and the Area Commissioner/ Group Commissioner or designate shall be informed at the earliest opportunity. A copy of the Emergency Plan, Participant and Scouter list complete with Emergency Contact Information and all Event Schedules are to be left with the Group Commissioner or designate. If the **Group Commissioner** is unavailable contact **Scout Canada Field Executive, Melissa Bond 250- 668-0983** or her interim equivalent.
13. Copies of the Event Schedule (Program), Emergency/Action plan shall be left with the Group Commissioner or designate.
14. An action plan, appended to the end of this emergency plan, will detail the actions of the event team after foreseeable incidents such as an injured person, lost youth or leader, and fire. Any other actions shall be decided by the Scouter in Charge and appropriate action shall be taken with the aid of the Scouters as necessary. Also, a copy of the Emergency Plan and Action Plan shall be made available to group Scouters by request.
15. Youth will be advised of the Leader sleeping locations to assist in locating persons during the night. A two deep policy will be used by youth at all times if they are not in direct eye line of the leaders.
16. Wildlife is a consideration when camping in most areas of BC. The use of bear caches are recommended and safe storage of food and waste away from the main camp area is essential.