Emergency Action Plan

October 27th, 2026

Waterford Boat Club

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Emergency Action Plan

Waterford Boat Club

Emergency Contact Information

To contact the Emergency services, dial 999 or 112

The operator will ask you what service you want. Your choices are:

Coast Guard	**Marine search & rescue. They will coordinate with local services**
Ambulance	**Ambulance**
Fire Brigade	**Fire and also assist Ambulance and Coast Guard**
Gardai	**All the rest.**

Rule of Thumb: If a person needs rescuing from the water, the Coast Guard is requested.

If you are unsure, then ask for An Garda Síochána; they coordinate with the other services when needed.

You will also be asked about the nature of the emergency and your location

Waterford Boat Club
Canada Street,
Waterford
X91 VHT7
(Opposite the Marina Hotel)

Contact details of members of the Boat Club:

President	Conor McCarthy	president@waterfordboatclub.ie	089 6152160
Captain	Derek Grant	captain@waterfordboatclub.ie	085 1744828
Safety Advisor	Jarlath Trant	safetyofficer@waterfordboatclub.ie	087 1215978
Vice Captain	John Fitzpatrick	johnfitzpatrick@waterfordboatclub.ie	087 9284105

Available Medical Equipment

- First Aid Supplies with an assortment of bandages and plasters. For minor cuts and scrapes.

Located at the back of the boathouse and to the left of the Gym door.

- Automated External Defibrillator (AED)

Located at the back of the boathouse, to the left of the Gym door, in a yellow Cabinet.

NOTE: If advanced medical care in hospital is required, then for all emergencies, call an ambulance; for non-emergencies, it is the parents/guardians' purview to do so, not the coaches.

Available Fire Prevention Equipment

- Fire Extinguishers
- Manual Activation Callpoint (MAC)
- Emergency exits
- Smoke Detectors
- Fire Detection System
- Fuel Storage Locker
- Water and Hose

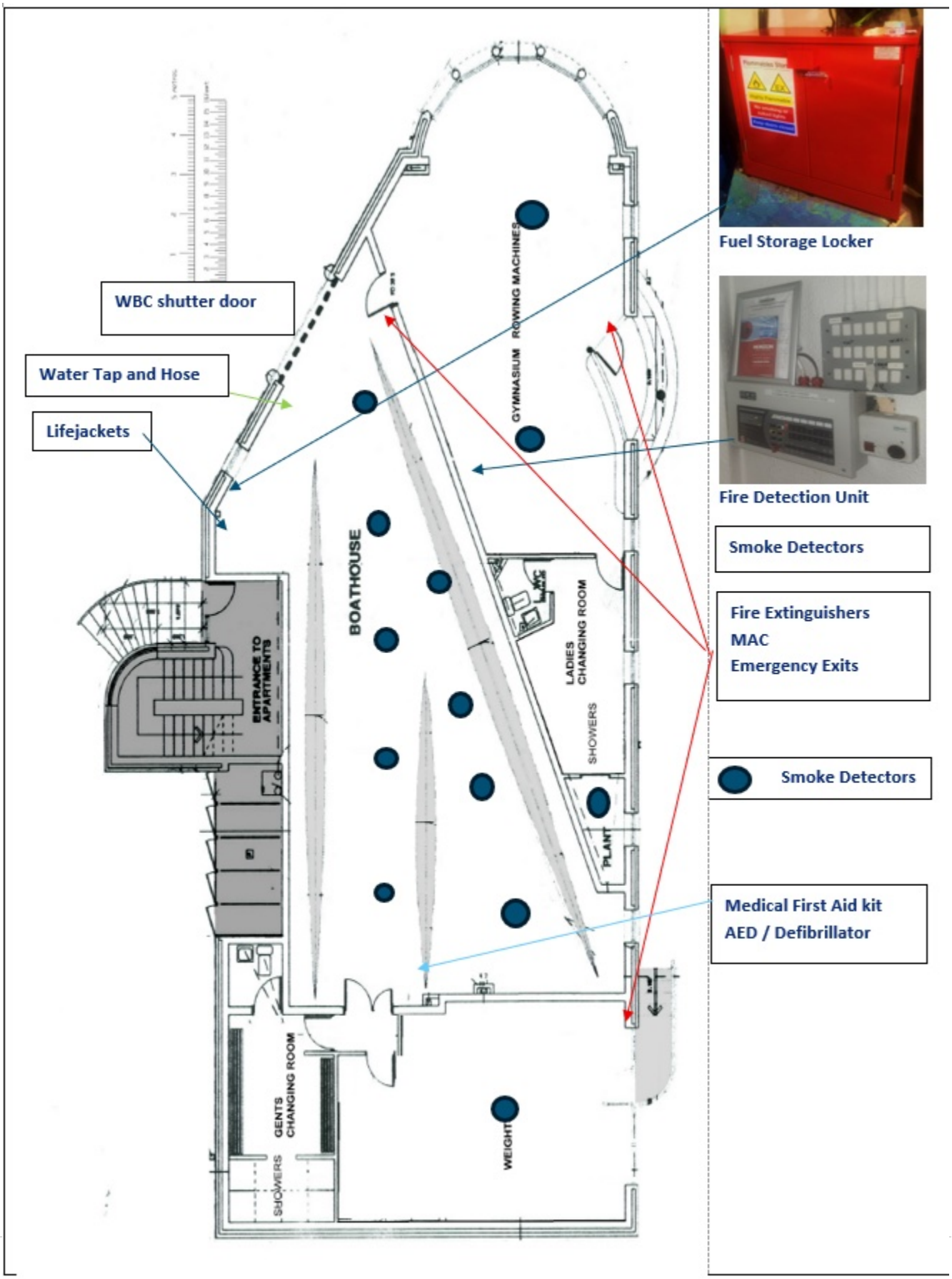
Available Lifesaving Equipment

In the Clubhouse

- Lifejackets and buoyancy aids are available. Compulsory for anyone in a launch, all Cox's and anyone who has not completed the swim test successfully.
- Lifebuoys. Additional lifebuoys and fenders are available.
- AED / Defibrillator

In the Launches

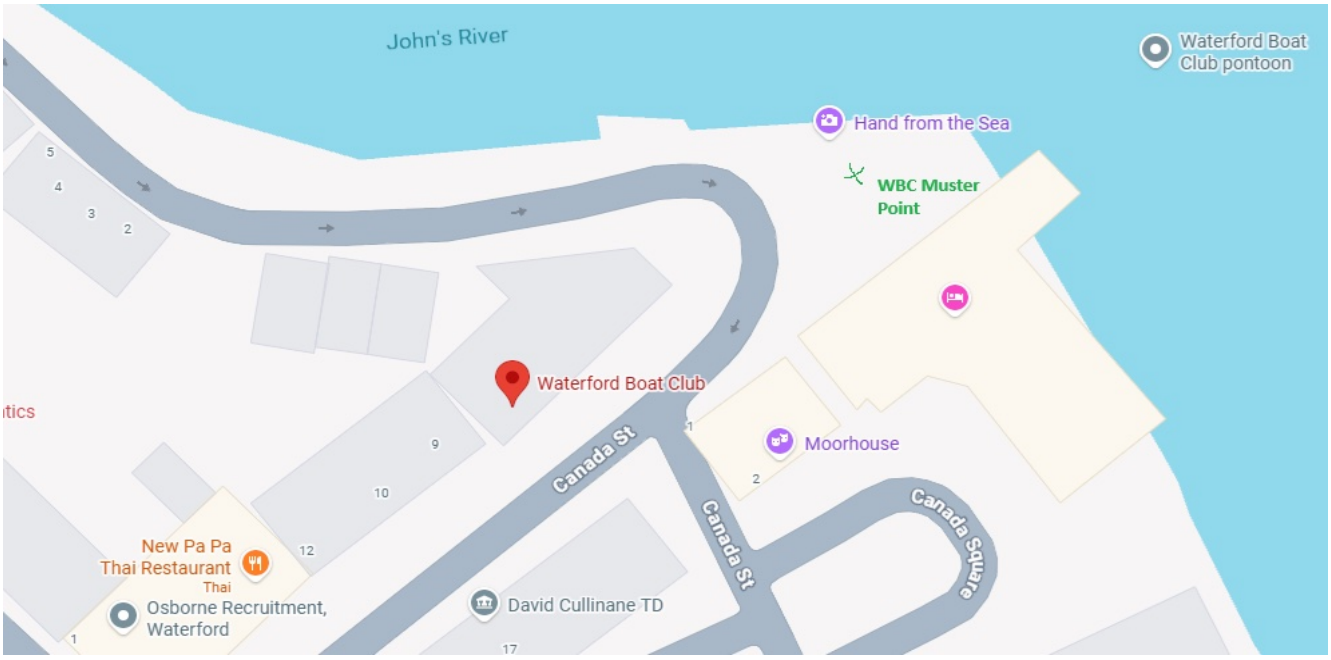
- First aid kit
- Line throwing device
- Anchor
- Blankets
- Radio


WBC shutter door
Water Tap and Hose
Lifejackets
GYMNASIUM ROWING MACHINES
BOATHOUSE
ENTRANCE TO APARTMENTS
LADIES CHANGING ROOM
SHOWERS
PLANT
GENTS CHANGING ROOM
SHOWERS
WEIGHT
Fuel Storage Locker
Fire Detection Unit
Smoke Detectors
Fire Extinguishers
MAC
Emergency Exits
Smoke Detectors
Medical First Aid kit
AED / Defibrillator

Muster Point

First, determine who is in attendance. This is either done on the App *Spond* or on the magnetic board. Either option is fine, but knowing who has attended beforehand is essential to recognise if anyone is missing.

The external muster point is opposite the marina hotel.



Scenarios

A small electrical Fire in the Clubhouse

Do NOT rush in with any extinguisher and try to extinguish the fire. THINK FIRST.

- Is there anybody hurt or potential to get hurt? Are you at risk of getting burned or electrocuted? Isolate the electricity. The junction box is located in the boathouse above the entrance to the ERG room.
- Grab the nearest CO2 Fire Extinguisher and request additional CO2 extinguishers from nearby as backup.
- Do NOT hold the CO2 nozzle when activating this type of extinguisher, rather point the nozzle at the fire before using.
- Aim directly at the fire and use.

The follow-up

- With the source of ignition isolated, the fire shouldn't re-ignite, but isolate all possible sources of ignition and keep a fire watch on scene just in case.
- Check all boundary areas for secondary fires, such as on the opposite side of a wall.
- Inform the Club Safety Advisor as soon as practicable.

NOTE: The decision to call for a fire brigade is determined by whether you feel you have the situation under control. If you are unsure, get somebody to call, as situations can get out of control very quickly.

CO2 Fire Extinguisher

Electrical Junction box located outside ERG room

Fuel storage locker on Fire

The potential for this type of fire to get out of control quickly is very high, so get someone to call the fire brigade.

Again, THINK FIRST. Is anybody hurt, or is there potential to get hurt, including yourself?

The design of the container is to isolate the fuel from sources of ignition and control the heat transfer in the event of a fire from within.

Tackle this fire with everything at your disposal, but do NOT open the container door.

- Person A:
  Fire Extinguisher Foam. Aim at the vents and spray the foam directly through them. As the fire is sucking in oxygen to feed it, the foam will get sucked in also, thereby smothering the fire, so you shouldn't need to get too close.

NOTE: This alone should suffice to extinguish the fire, BUT just in case, gather all the extinguishers (Foam and CO2) and stand by in case it reignites.

- Person B:
  Boundary cooling. If safe to do so, remove any item from the surrounding area that could catch fire or get damaged. If unsure, just hose them down with water.

Caution: Do not spray water directly at the container. Fuel and water don't mix.

- Person C:
  Evacuate the premises to the external Muster Point. Do a physical check to ensure that the girls' changing room and gym are clear, as the exit is limited here. Use the Gym exit.

Note: If the fire cannot be extinguished, evacuate the apartments above the boathouse.

Capsize on the water- Rowers perspective

For this scenario, we will consider a quad capsized in winter. The same principle applies to all boats.
The initial Cold Water Shock. “Anything below 15°C is defined as cold water and can seriously affect your breathing and movement [if you fall in]…The sudden cooling of the skin by cold water also causes an involuntary gasp for breath. Breathing rates can change uncontrollably, sometimes increasing as much as tenfold. All these responses contribute to a feeling of panic, increasing the chance of inhaling water directly into the lungs” – RNLI.org

- Be warned, cold water shock will affect everyone and you are expected to remain calm, reach down to your toes and grab the shoelace handle, open your shoes and pull yourself clear, all while blinded by murky saltwater, and that’s not counting on the oars being an obstruction.
- Once you are free and clear, stay with the boat. Use it as a flotation device.
- Do a head count. Is everyone accounted for?
- There should be a designated rescue launch for every boat, but in case the safety launch hasn’t seen the capsize, wave and shout for attention. If the launch is far away and you are near the riverbank, the option to swim ashore with the boat is available.
- With the arrival of the safety launch, ideally it will have two people in it, but not today. So, the launch will position itself at the best central location for all and turn off its engine. Due to buoyancy requirements, the weight of the engine, etc the best location to enter the launch is from the back (Stern) by the engine. But the operator will relocate towards the opposite end (Bow). This to act as a counterbalance and prevents the launch from capsizing also. Do NOT attempt to get from either side; if assistance is required, then the launch operator may do so from the bow.
- Blankets are available in each launch.
- It is Waterford Boat Club policy to inform parents/guardians if a child under 18 years old goes into the water.

Capsize on the water – from a Safety Launch perspective

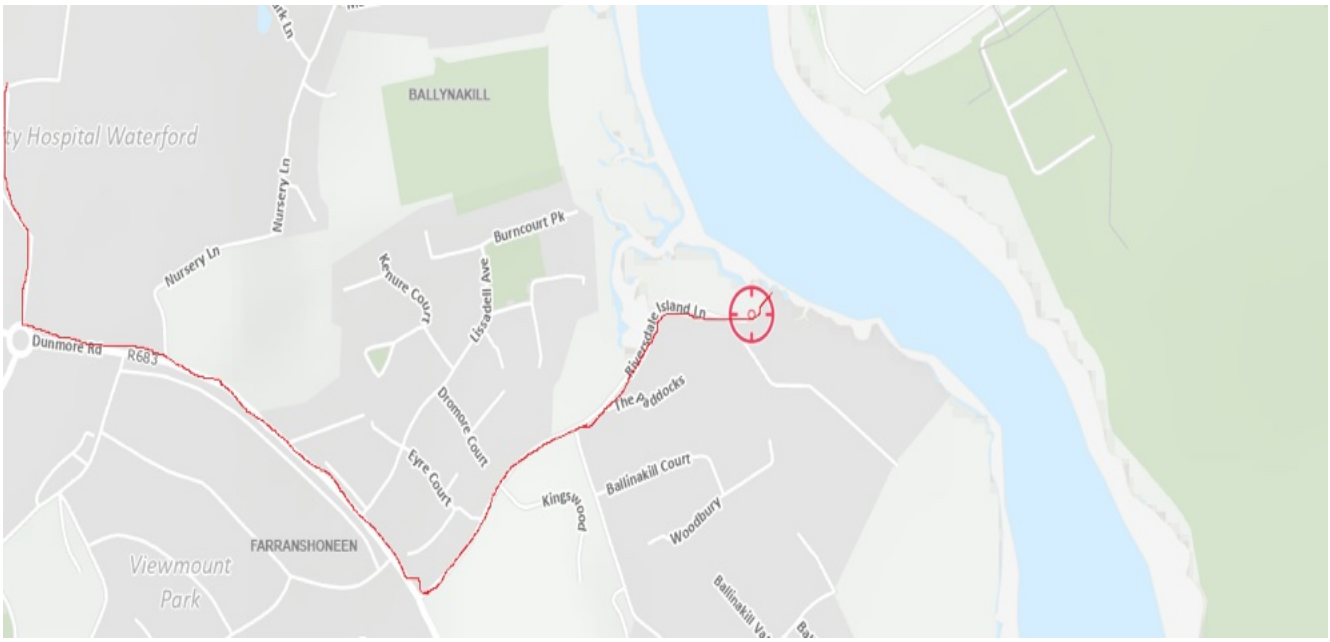
Once a safety launch sees the quad capsizing, the operator must radio all nearby launches for assistance. (Not necessary for Doubles & Singles)

- Approach with care. Careful of your bow wave and do a head count of everyone as you approach, not forgetting the Cox, if applicable. Do a quick assessment of the scene as you approach and determine if anybody is in difficulty and position the boat accordingly.
- Once in position, turn off the engine and angle it away from the embarkation ladder.
- Communicate to everyone the importance of boarding the launch from the stern (Back) and NOT from the side to prevent sinking the launch.
  Although the tendency is to assist, the launch operator should go towards the bow (Front of the boat) to act as a counterbalance. The weight and position of the engine, rower and launch operator together could destabilise the launch.
- If someone needs assistance, let the able person get onboard first and swap places with the operator, thereby maintaining the balance, or otherwise assist from the bow.
- At this stage, another launch should have arrived and can take some passengers, as the launch will exceed maximum capacity. Decide who will take the shell and oars back, but this is not the priority; getting the rowers back safely is.
- Distribute the blankets to the crew.
- Inform the Safety Advisor when possible, who will contact the Children's Officer; also inform parents/guardians if under 18 years old.

In the event of a major emergency, near the Island, an alternate landing is:

Waterford Castle slipway, Island Lane

NOTE: There is no AED or medical supplies here but it is near the hospital.



Route from Waterford Hospital to Island Lane Slipway. Source: Eircode Finder

Medical Emergencies

*Responding to a **minor** accident ashore (Clubhouse, Pontoon, etc.)*

Note: This is only a guide for superficial cuts etc.
Remain calm and observe the situation. Is the area safe for you or others?
For example, is the area slippery or is there a trip hazard? If so, get somebody to cordon off the area.

- Request assistance of a First Aider.
- Assess the Injured Party (IP). Are they okay to remove themselves from the area?

If so, encourage the IP to relocate to the clubhouse First Aid box located b**y** the door to the gym. This gives the person more privacy and enables the first aider to discuss the accident with the IP and determine if there are any secondary issues to be aware of.

- Treat the injury. Remember to keep any open wounds clean and sterile before bandaging. Also to note, a superficial cut on the head will bleed a lot.
- Contact the parents/guardians and inform them of what happened **Before** the person is collected. Just in case they are getting a spin home with a different parent.
- Inform the Club Safety Advisor, who will in turn inform the Children's Officer so that they can follow up with the parents

Remember, if in doubt, escalate. Also, if you're unsure about any of the steps above, ask for assistance.

*Responding to a **major** accident ashore (Clubhouse, Pontoon, etc.)*

In the event of a major injury, the following mnemonic is applicable in all cases**:**

DR's ABCD

D. Danger. Observe the scene for any signs of further hazards to yourself or others. This includes pathogen risks that require gloves.

R. Response. Check to Injured Party's (IP) response. Alert/Verbal/Pain/Unresponsive. The level of responsiveness determines what to do next.

Alert: Eyes open, responsive.

Verbal. Eyes open or closed, responds to verbal commands

Pain. Eyes closed. Only responds to pain, such as a biro across the fingernails

Unresponsive to pain stimuli. If unresponsive, continue with the mnemonic.

S. Send for help. Request somebody to get assistance. E.g. First Aider, Ambulance and AED (defibrillator), more coaches to assist any children nearby.

- **A.** Airway. Is the airway clear?
- **B.** Breathing. Is the person breathing normally? If Yes, place the injured person in the recovery position. If No, then move on to C
- **C.** Circulation. To manually move the blood to the vital organs and force oxygen into the lungs, cardiopulmonary resuscitation (CPR) is required. Commence chest compressions 30:2 at 120 bpm
- **D.** Defibrillator. The club's Automated External Defibrillator (AED) is located at the back of the clubhouse, by the gym door. In between chest compressions and during the 2 breaths (10 seconds), set up the AED pads and follow the instructions of the AED.

Inform the injured person's parents/guardians ASAP

Inform the club Safety Advisor, who will escalate the information as necessary and will inform the Children's Officer for follow-up.

Responding to a minor accident on the river

All launches have a small first aid pouch installed. Where possible, two people to a launch.

Out in the open water, there is a limit to the amount of First Aid that can be administered, however, accidents can escalate quickly, especially with a fast-flowing river, so rapid intervention is essential.

In a Quad: The launch should be able to come alongside a quad and administer First Aid, if required. Otherwise, the quad can make their way back to the pontoon and administer First Aid there.

In a Double or Single: Where possible 1. Head back to the pontoon, but depending on the severity, the coach can 2. Pass over the First Aid pouch or 3. Bring the Injured person into the launch.

In the event of overturning. The experienced rower can choose to get back into the scull with the assistance of the launch or be brought back to the pontoon.

If the rower is under 18 years old and enters the water unexpectedly, the parents/guardians must be informed due to possible complications later on (secondary drowning)

Inform the club's Safety Advisor, who will inform the Children's officer for follow-up

Responding to a major accident on the river

Due to the added complications of access to the injured person and the remoteness of the location, First Aid response may be hampered, but the mnemonic DR's ABCD still holds fast.

DR's ABCD

D Danger. Observe the scene for any signs of further hazards to yourself or others. Is there more than one person in the water? Be aware of arriving at speed to the scene, thereby creating a large wake behind.

R Response. Check the Injured Party's (IP) response. Alert/Verbal/Pain/Unresponsive. The level of responsiveness determines what to do next with First Aid, but get the injured person into the launch immediately.

Alert: Eyes open, responsive.

Verbal. Eyes open or closed, responds to verbal commands

Pain. Eyes closed. Only responds to pain, such as a biro across the fingernails

Unresponsive to pain stimuli. If unresponsive, continue with the mnemonic.

S Send for help. Request somebody to get assistance. Note: This is an essential step when on the water. Get assistance from a nearby launch to call an Ambulance, assist in administering First Aid, gather nearby rowers, or, if more than one person is in the water, assist in retrieving them. Have the AED (defibrillator) prepared at the pontoon (If dry), more coaches to assist any children nearby or to gather the property (scull).

A Airway. Is the airway clear?

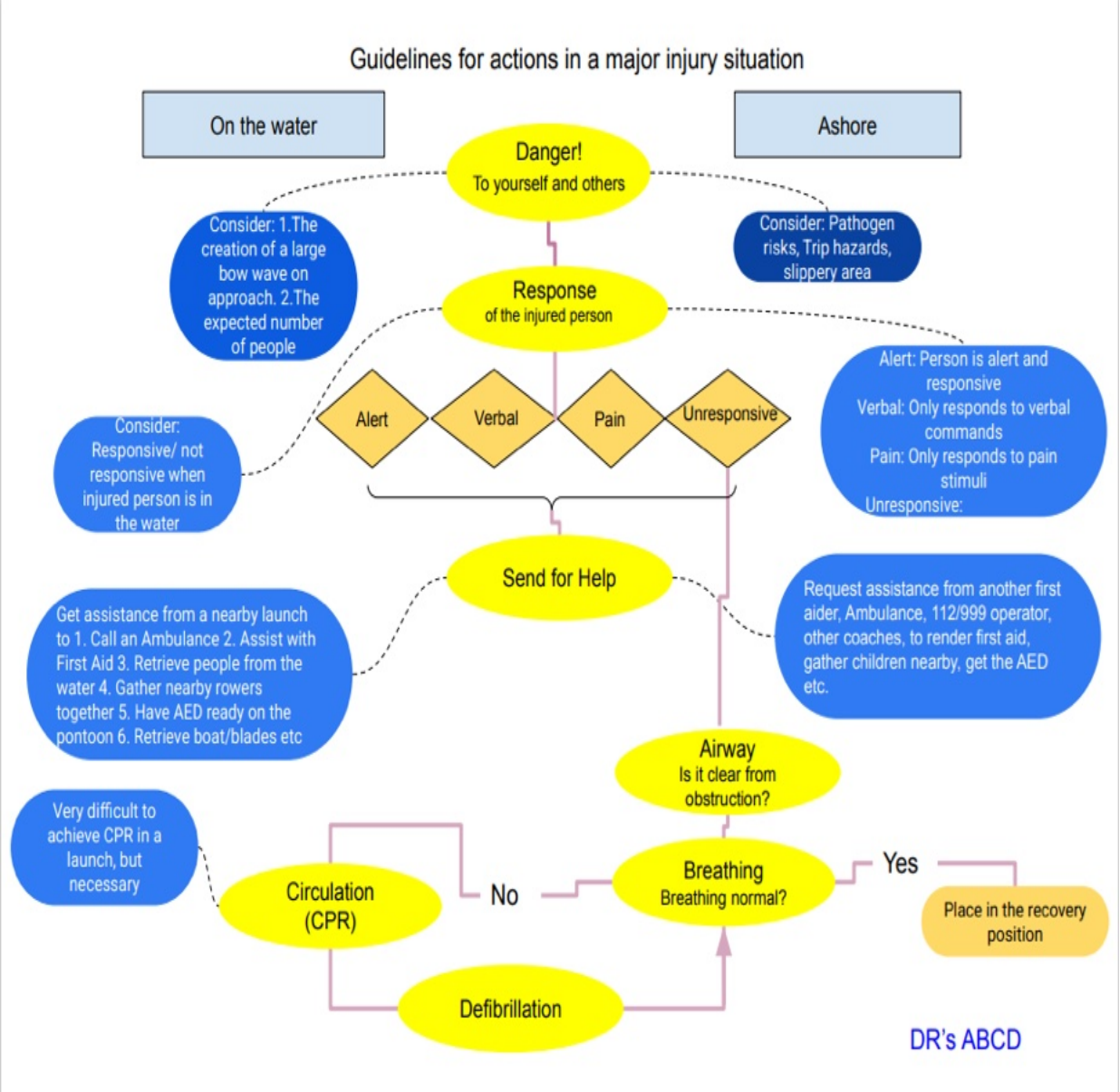
B Breathing. Is the person breathing normally? If Yes, place the injured person in the recovery position when the launch gets back to the pontoon. If No, then move on to C

C Circulation. To manually move the blood to the vital organs and force oxygen into the lungs, cardiopulmonary resuscitation (CPR) is required. Commence chest compressions 30:2 at 120 bpm. Although difficult in a launch, it is essential to do as best as possible under the circumstances.

D Defibrillator. The club's Automated External Defibrillator (AED) is located at the back of the clubhouse, by the gym door.

In between chest compressions and during the 2 breaths (10 seconds), set up the AED pads and follow the instructions of the AED.

If unresponsive and in the water, remember 'Life over Limb,' get the injured person into the launch immediately, by any means necessary, and commence CPR.

Inform the parents/guardians ASAP

Inform the club's Safety Advisor, who will escalate the information as necessary and will inform the Children's Officer for further follow-up.