

ALL-STAFF EAP

- In the event of an emergency where additional help is need an All-Staff must be called.
- Notify the front desk to call an All-Staff and the location of the emergency or page the entire building to the location of emergency.
- The first person on scene is the primary rescuer and in charge until either the Lifeguards or EMS take charge of the scene.
- If an emergency takes place during the weekend or off hours all staff in the building are critical to the emergency and must respond to the All–Staff call.

MEMBER SERVICES

Responsibilities:

- Call "All Staff to location" over PA system
- Call 911 if necessary
- Respond to Lifeguard double whistle with All-Staff page and 911 call
- Respond to Lifeguard single whistle by being alert in case situation progresses to a double whistle
- Watch for EMS arrival
- Aid with member questions and traffic flow
- Complete Accident report if not already done

ALL STAFF

Responsibilities:

- Monitor Pool evacuation so Lifeguards can take over the emergency
- Grab AED and crash kit
- Go to location of emergency
- Assist with rescue as needed
- Aid with traffic flow
- Aid with member questions
- Watch for EMS and assist if needed
- Complete Accident report

AQUATICS

Rescue Guard:

- One long whistle blast
- Announce "Clear the Pool", begin evacuation
- Go to location of emergency once support staff are monitoring the pool,
- Provide Care
- Complete Accident report if not already done
- Notify Aquatics Director
- Reopen pool after "OK" from Leadership

AED Locations: Outside of Aquatics Office & in Wellness Center