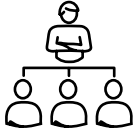


# EMERGENCY ACTION PLAN (EAP)

Date:

Event: \_\_\_\_\_ Location: Century Arena



## Charge Person

Backup

Backup



## Call Person

Backup

Backup



## Important Addresses

### Site or Facility (Address, City, Province)

1377 Clarence Ave.  
Winnipeg, MB  
R3T 1T4

### Nearest Hospital (Address, City, Province)

Victoria General Hospital  
2340 Pembina Hwy  
Winnipeg, MB  
R3T 2E8

### Additional Location Information

Only one ice surface.



## Emergency Phone Numbers

### Emergency Services

911 or Health Links (204-788-8200)

### Facility Manager or Superintendent

City Arena - call 311

### Other

Enter arena through main front entrance.

**Event:** \_\_\_\_\_ **Location:** Century Arena

**Directions to site/facility**

Off McGillivray Blvd.

Additional information:

The team Safety officer will be required to greet all participants at door and have them sign a SWCC Return to Play Screening document and the RMB tracking sheet. If anyone answers yes to any questions they will not be permitted into the facility.

IF after practice commences a participant show symptoms related to Covid the Charge person will follow the Ringette MB COVID-19 Symptoms and Positive Test Procedures.pdf. Which is printed and attached to this document. **TO BE KEPT IN FIRST AID KIT AT ALL TIMES**

**Charge Person Responsibilities**

1. Conduct an initial assessment of the injury.
2. Designate someone to watch the other participants (stop all activities and ensure all participants are in a safe area if nobody is available to supervise).
3. Wait with the injured participant and help keep them calm until emergency medical services arrive and conduct their assessment of the injury.
4. Record the injury using their club's accident report form.

**Call Person Responsibilities**

1. Call for emergency help.
2. Provide all necessary information to dispatch.
  - The facility location
  - The closest access door to the injured participant
  - The nature of the injury
  - A description of first aid that has been performed
  - Other medical information, such as allergies or medical conditions
3. Clear any traffic from the facility entrance or access road before the ambulance arrives.
4. Wait by the entrance to direct the ambulance.
5. Call the participant's emergency contact person.
6. Assist the charge person as needed.

**REMINDERS**

- You can save and re-use this form to prepare an EAP for your usual practice site and for any site where you host competitions.
- When preparing for away competitions, ask the host team or host facility for a copy of their EAP in advance.
- Attach the medical profile and parent or caregiver contact information for each participant to this emergency action plan.