



EMERGENCY ACTION PLAN



EMERGENCY ACTION PLAN

Lima Community Aquatic Center

This emergency plan is the responsibility of Sports Facility Companies. It is a “living” document to be continuously revised and updated. It will be exercised annually.

Purpose:

To provide a clear and consistent response to emergencies occurring at the Lima Community Aquatic Park. All staff members are expected to know their role and respond immediately when the EAP is activated. Emergency Action Plans should identify the emergency, communication methods, responder responsibilities, required equipment, and closure procedures.

Kelly Lepsig

General Manager – *Lima Community Aquatic Center*

EMERGENCY CONTACTS

Police	911
General Manager: Kelly Lepsig	704-219-9620
Facility Address: 1005 East Elm Street	

EAP ACTIVATION

One Long Whistle Blast

- Clear the pool immediately.
- Lifeguards remain at assigned positions.
- Patrons exit water and await instructions.

Three Short Whistle Blasts

- Activate Emergency Action Plan.
- All available staff report to emergency positions.
- Lifeguards initiate rescue procedures.

STAFF RESPONSIBILITIES

Primary Rescuer

- Performs rescue.
- Assesses victim.
- Begins care.

Secondary Rescuer

- Assists rescue.
- Retrieves rescue equipment.
- Assists with extrication.

Head Lifeguard/Manager

- Calls 911.
- Meets EMS.
- Controls scene.
- Completes incident report.

Front Desk Staff

- Contacts emergency contacts if needed.
- Keeps patrons away from scene.
- Assists EMS with facility access.

These roles should be clearly assigned and practiced regularly.

WATER RESCUE

Active Drowning Victim

1. Lifeguard recognizes victim.
2. One long whistle blast.
3. Enter water with rescue tube.
4. Perform appropriate rescue.
5. Remove victim from water.
6. Assess victim.
7. Provide care.
8. Activate EMS if necessary.
9. Complete incident report.

Passive Drowning Victim

1. Lifeguard activates EAP.
2. Rescue victim immediately.
3. Remove victim from water.
4. Begin assessment.
5. Provide ventilations/CPR if necessary.
6. Apply AED if indicated.
7. Continue care until EMS arrives.

The Red Cross emphasizes rapid recognition, rescue, EMS activation, CPR, and AED use as the chain of survival for aquatic emergencies.

Suspected Head, Neck, or Spinal Injury

1. Activate EAP.
2. Stabilize victim in water.
3. Summon additional lifeguards.
4. Utilize backboard.
5. Remove victim according to Red Cross protocols.
6. Continue care until EMS arrives.

MISSING CHILD(REN)

1. Notify manager immediately.
2. Activate EAP.
3. Check all pools FIRST.
4. Assign staff to:
 - a. Pool areas
 - b. Locker rooms
 - c. Restrooms
 - d. Concession area
 - e. Party rooms
5. Contact police if child is not located within 10 minutes.
6. Document incident.

Checking the water first is a critical water-safety recommendation.

SEVERE WEATHER

THUNDER OR LIGHTNING

At First Thunder or Lightning:

1. Clear all pools immediately.
2. Clear splash pad and water attractions.
3. Direct patrons indoors or to vehicles.
4. Record time of last thunder/lightning.

Reopening

- Wait 30 minutes after the last observed thunder or lightning.
- Restart the 30-minute clock if additional thunder or lightning occurs.

TORNADO WARNING

1. Clear facility.
 2. Move all patrons to designated shelter areas.
 3. Avoid windows and exterior walls.
 4. Await all-clear from emergency officials.
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FECAL/VOMIT INCIDENT

FORMED STOOL

1. Clear pool.
2. Remove contamination.
3. Maintain required chlorine and pH.
4. Keep pool closed for required disinfection period.
5. Document incident.

DIARRHEAL INCIDENT

1. Clear pool immediately.
2. Notify manager.
3. Hyperchlorinate according to health department guidelines.
4. Document all chemical readings.
5. Reopen only after treatment is complete.

VOMIT

1. Clear pool.
2. Remove contamination.
3. Follow facility disinfection procedures.
4. Document incident.

CHEMICAL EMERGENCY

1. Clear affected area immediately.
2. Do NOT attempt cleanup without proper PPE.
3. Contact manager.
4. Call 911 if exposure occurs.
5. Follow SDS instructions.
6. Isolate area until safe.

FIRE

1. Activate fire alarm if available.
2. Call 911.
3. Evacuate facility.
4. Direct patrons to assembly point.
5. Account for staff.
6. Await fire department instructions.

ACTIVE THREAT/ VIOLENT PERSON

1. Notify police immediately.
2. Move patrons away from danger.
3. Follow Run-Hide-Fight principles when appropriate.
4. Lock secure areas if safe to do so.
5. Await law enforcement.

POST-INCIDENT PROCEDURES

After every emergency:

- ☐ Victim care completed
- ☐ EMS notified
- ☐ Incident report completed
- ☐ Witness statements obtained
- ☐ Equipment inspected and restocked
- ☐ Staff debrief conducted
- ☐ Follow-up training scheduled if needed

Regular practice and review of EAPs is recommended to ensure staff can respond quickly and effectively during real emergencies.

Reviewed By: _____

Date: _____

Next Review Date: _____