



EMERGENCY ACTION PLAN EVACUATION PROCEDURES

| DUTY COACH | CALL PERSON | CONTROL PERSON |
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| <ul style="list-style-type: none">• ENSURE ALL COACHES AND PROGRAM ASSISTANTS MOVE SKATERS TO THE BOARDS• INITIATE SAFE EXIT OF SKATERS FROM ICE SURFACE• MAN EXIT DOOR TO ASSIST SKATERS LEAVING THE ICE• CHECK ALL DRESSING ROOMS AND RESTROOMS TO ENSURE ALL HSC MEMBERS AND COACHES HAVE SAFELY LEFT THE BUILDING BEFORE EXITING | <ul style="list-style-type: none">• ASSIGNED BY DUTY COACH• CALL FOR EMERGENCY HELP, IF NECESSARY• ASSIST DUTY COACH IN CASE OF PERSONAL INJURY• PROVIDE ALL NECESSARY INFORMATION TO DISPATCH• WHEN NECESSARY, ENSURE ALL PROGRAM ASSISTANTS ARE ACCOUNTED FOR.• ENSURE PROGRAM ASSISTANTS ARE REUNITED WITH A PARENT OR REMAIN WITH CALL PERSON IN A DESIGNATED MEETING AREA (FRONT ENTRANCE OF HUNTSVILLE HIGH SCHOOL) | <ul style="list-style-type: none">• DIRECT PARENTS TO GET SKATER'S BELONGINGS FROM DRESSING ROOMS.• INFORM PARENTS TO WAIT FOR THEIR SKATER'S GROUP TO BE CALLED AND THEN THEY MAY COME FORWARD TO ACCEPT THEIR SKATER• PARENTS AND SKATERS SHOULD EXIT BUILDING BY USING NEAREST FIRE EXIT, AS DIRECTED BY BOARD MEMBER OR ARENA STAFF |

| IMPORTANT ADDRESSES | EMERGENCY PHONE NUMBERS | FACILITY CONTACTS |
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| <p>FACILITY CANADA SUMMIT CENTRE 20 PARK DRIVE HUNTSVILLE ON</p> | <p>EMERGENCY SERVICES AMBULANCE POLICE FIRE 911 MAINTENANCE STAFF 705 783 3436 FRONT DESK STAFF 705 789 6421</p> | <p>FACILITY MANAGER PETER KINGSHOTT 705-789-6421 EXT. 3029 COORDINATOR OF CUSTOMER SERVICE AMANDA HILL 705-789-6421 EXT. 3030</p> |
| NEAREST HOSPITAL | LOCATION OF FIRST AID KITS AND AEDS | ADDITIONAL INFORMATON |
| <p><i>MUSKOKA ALGONQUIN HEALTHCARE</i> HUNTSVILLE DISTRICT MEMORIAL HOSPITAL 100 FRANK MILLER DRIVE 705 789 2311</p> | <p><u>Location of First Aid Kits</u> Huntsville Skating Club Room in the Don Lough Arena Olympia Room in the Jack Bionda Arena Summit Centre Pool Office Summit Staff Room (Hallway of Jack Bionda Arena) <u>Locations of AEDs</u> 1. Jack Bionda Warm Viewing Area (outside washrooms) 2. Don Lough Arena (behind player benches) 3. Across from Aquatic Office 4. Active Living Centre - main lobby (SEE PHOTOS)</p> | <p>ALL HSC PROFESSIONAL COACHES ARE FIRST AID TRAINED.</p> |

