

Emergency Action Plan (EAP)

Curling Provincial Championship – Three-Day Event

Event: Curling Provincial Championship

Duration: Three (3) Days

Venue: Slave Lake Curling Club

Address: 301 6 Ave SW, Slave Lake, AB T0G 2A4

Dates: February 19th -21st, 2025

1. Purpose

The purpose of this Emergency Action Plan (EAP) is to ensure a coordinated, efficient, and effective response to medical and non-medical emergencies that may occur during the Curling Provincial Championship. This plan outlines roles, responsibilities, communication procedures, and emergency protocols to protect athletes, officials, volunteers, and spectators.

2. Emergency Personnel & Roles

EAP Coordinator (Event Manager):

Name: Deanna Sloan

Phone: 780-805-4924

Chief Ice Official:

Name: Ryan Norman

Phone: 780-260-0014

Medical Lead (First Aid/EMT):

Name: Ula Naszynska-Spitzer

All officials, volunteers, and staff will be briefed on emergency procedures prior to the start of the event.

3. Emergency Equipment & Locations

- First Aid Kits: Office
- Automated External Defibrillator (AED): Office
- Stretchers / Spine Board: Supply room
- Emergency Oxygen (if available): Not on site
- Ice Rescue Equipment (if applicable): Not on Site

All emergency equipment locations will be clearly marked and known to event staff.

4. Communication Procedures

- **Emergency Number:** 911
- **Venue Phone:** 780-849-4641

In the event of an emergency:

1. The nearest official or volunteer will notify the EAP Coordinator immediately.
 2. Emergency services will be contacted if required.
 3. The EAP Coordinator will oversee the response and communication flow.
 4. Spectators will be kept calm and informed as appropriate.
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5. Medical Emergencies

On-Ice or Off-Ice Injury

1. Stop play immediately if the injury occurs on the ice.
2. Secure the area and ensure athlete safety.
3. Medical Lead assesses the injured person.
4. Activate EMS (911) if required.
5. Do not move the injured person unless necessary for safety.
6. Complete an incident report following the situation.

Concussion Protocol

- Remove the athlete from play immediately.
- Athlete will not return to play the same day.
- Medical evaluation is required.
- Follow provincial and sport governing body concussion guidelines.

6. Non-Medical Emergencies

Fire or Evacuation

1. Activate fire alarm if required.
2. Stop all games immediately.
3. Follow facility evacuation routes.
4. Officials and volunteers guide participants and spectators to designated assembly areas.
5. Account for teams, officials, and volunteers.

Severe Weather / Power Failure

- Suspend play until conditions are deemed safe.
- Follow facility and local authority guidance.
- Communicate updates clearly to teams and spectators.

7. Crowd Control & Scene Management

- Designated volunteers will manage spectator movement.
- Only medical and emergency personnel are permitted at the scene.
- Maintain clear access for emergency responders.

8. Transportation to Medical Facility

Nearest Hospital: Slave Lake health center

Address: 309 6 St NE, Slave Lake, AB T0G 2A0

Estimated Travel Time: 5-7 minutes

Transportation will be by EMS unless otherwise directed by medical professionals.

9. Incident Reporting

- All incidents must be documented using the official Incident Report Form.
- Reports are to be submitted to the Event Manager and Provincial Sport Organization.

- Serious incidents will be reported immediately to governing authorities.
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10. Review & Acknowledgement

This Emergency Action Plan will be reviewed prior to the start of the event and remains in effect for the full duration of the championship.

All staff, officials, and volunteers are expected to understand and follow this Emergency Action Plan to ensure a safe and successful event.