



Unit:	Camp Olave	Today's Date:	February 1, 2009
Activity/event/camp:		Date(s) of activity:	Ongoing

Emergency Planning Information

The *Emergency Response Guidelines* (found in the Safe Guide appendix) include general procedures for managing issues related to missing persons, intruders, evacuations, medical emergencies and parent/guardian late for pick-ups. In addition to these guidelines we have considered the following situations related to this activity (if any):

- No other relevant situations *Emergency Response Guidelines* are posted/attached

At the activity, attach to your emergency response information:

- A list of participants Schedule of activities or itinerary

Situation	Procedure to follow
Parent does not arrive to pick up girl	-This situation will be covered by the SG 4 of the Responsible Guider for her camp and site where the problem occurs.
Missing Person	-This situation will be covered by the SG4 of the Responsible Guider for her camp. The Responsible Guider will also advise the Camp Caretaker so that backup plans can be made if initial search is not successful.
Intruder (human)	-Advise the Caretaker that there is a human intruder on the property, indicating last known location. -If possible, escort the intruder off the camp property. -If the intruder is persistent /threatening, use the air horn (3 blasts) to alert the Camp Caretaker so that s/he can make a 911 call. -All sites ensure the safety of their own campers. -After the removal of the intruder, the Caretaker will advise all camps that the situation has been resolved and remind Guiders to be alert and to report any unusual visitors/activities for further action.
Intruder (animal – bear or cougar)	-Advise the Caretaker that there is a big animal on the campsite, indicating last known location. (Guiders to implement their on-site plan for safety of the campers). -Remain alert to any sightings. -If the animal is persistent or threatening, relay this to the Camp Caretaker (in person or by air horn – 3 blasts) so that s/he can contact the local conservation officer. -If appropriate, after consultation with the Camp Caretaker, move outdoor campers to indoor locations (IODE, unused cabins etc.) -The Camp Caretaker and Responsible Guiders will monitor the situation so that appropriate plans can be made to continue/terminate camps.
Broad medical emergency (e.g. Norwalk virus)	-Responsible Guider to implement her on-site plan for medical emergencies. Also: -The Camp Caretaker will advise all other camps of the situation so that quarantine of the affected area can be established. -In consultation with the Responsible Guider of the affected site, the Camp Caretaker will contact local medical help if appropriate. -If necessary, the Responsible Guider will arrange for termination of the camp and exit to home.

We protect and respect your privacy. Your personal information is used only for the purposes stated on or indicated by the form. For complete details, see our Privacy Statement at www.girlguides.ca or contact your provincial office or the national office for a copy.



<p>Massive storm (high winds and seas, trees down, power outage, heavy rain, etc.)</p>	<ul style="list-style-type: none"> -Waterfront camps to move to higher location – Si-Yay-Lum and Tee Cseh shelters and IODE, Nawilak and Kwi Kwa cabins. -Guiders to take health forms and First Aid kits with them. -Camp Caretaker will monitor weather with local authorities and evacuation plans will be put in place if necessary.
<p>Evacuation - due to forest fire</p>	<p>NOTE: Fire travels up hill</p> <ul style="list-style-type: none"> -Guider who discovers the fire will immediately contact the Camp Caretaker (in person or by air horn – 3 blasts). IF the caretaker is unavailable, the Guider will place the 911 call. -Camps located below (ocean side) of the fire will exit to the beach. Camps located above the fire will exit using the camp roads, to the church across the street from the camp gate, leaving accesses clear for emergency vehicles. -Guiders to take health forms and First Aid kits with them. -All campers to remain at gathering points until firefighters advise it is safe to move.
<p>Evacuation - due to fire at a site</p>	<p>NOTE: Fire travels up hill</p> <ul style="list-style-type: none"> -Guider who discovers the fire that cannot be put out easily or is spreading, will immediately contact the Camp Caretaker (in person/ by air horn – 3 blasts). IF the Caretaker is unavailable, the Guider will place the 911 call. -Advise the camps in close proximity to the fire. -Vacate the site. <p>NOTE: IF the fire grows and broader evacuation is needed:</p> <ul style="list-style-type: none"> -Camps located below (ocean side) of the fire will exit to the beach. Camps located above the fire will exit using the camp roads, to the church across the street from the gate, leaving accesses clear for emergency vehicles. -Guiders to take health forms and First Aid kits with them. -All campers to remain at gathering point until firefighters advise it is safe to move.
<p>Evacuation - due to tsunami</p>	<ul style="list-style-type: none"> -The Camp Caretaker will advise all camps, starting with waterfront sites, that we have been warned of a tsunami. Gathering point for all camps will be Si-Yay-Lum and Tee Cseh. All camps will exit as quickly as possible to these sites. Use either the main driveway or the road by IODE whichever is closer. - Guiders to take health forms and First Aid kits with them. - All campers to remain at Si-Yay-Lum and Tee Cseh until emergency personnel have advised it is safe to move.
<p>Earthquake</p>	<ul style="list-style-type: none"> - Use Duck, Cover, Hold within the immediate camp area underneath solid protection (tables in shelters/cabins, beds) or in small groups hug tree trunks until shaking has stopped for several minutes. - Remain on the site unless the structure appears unsound or a tsunami is likely. - If remaining on the site, be conscious of the need to exit from waterfront areas if the quake was substantial; then follow Procedures for Tsunami.

Other Emergency Planning Considerations:

This Emergency Response Plan applies to Camp Olave as a whole. While at Camp Olave, these procedures MUST be followed.

This Emergency Response Plan does not replace each Responsible Guider’s SG4 for her specific camp.

We protect and respect your privacy. Your personal information is used only for the purposes stated on or indicated by the form. For complete details, see our Privacy Statement at www.girlguides.ca or contact your provincial office or the national office for a copy.



If at a regular unit meeting place or camp, fill in as much information as possible and post near the phone.

Resource	Contact Number(s)
EMS ambulance	911 Other: Other: Other:
Fire	
Police	
Commissioner or ACL	
Home Contact Person	
Provincial Office	
Facility/Site:	Camp phone: 604 885 2163
Poison Control	1-800-567-8911
Dangerous Wildlife	1-800-663-9453
St. Mary's Hospital, Sechelt	604-885-2224

Specific instructions for communicating:
Camp Address: 3965 Sunshine Coast Highway, Sechelt at Jack Rd.

Advise emergency services of your campsite name, and station leader(s) &/or girls at the camp entrance & driveways to point the way.

Before making the call for help, make sure you have the following information:

This is...	My name is _____. I am with a Girl Guide group. My phone number is _____ (phone/cell)
Situation...	Description of Problem: Number of people injured, missing or needing help: Condition of victim(s):
Location...	Our 911 civic address/emergency locator #: (or nearest civic address) is _____. The location of the group is _____ (nearest landmark). Lat/Long or UTM coordinates: (as applicable for wilderness situation)
Resources Requested...	We need assistance from _____ (EMS/fire/police/rescue/other). List specific needs:
Our plan...	We have taking the following actions: We are planning to do the following:

- When making an emergency call**
- Stay calm
 - Review what you want to say before making the call
 - Take a deep breath
 - Speak slowly and clearly
 - Follow the script as much as possible
 - Don't hang up until told to

Call made to:

911 Other: _____

Time of call: _____

Call made by: _____

Person spoken to: _____
