

SAFETY PREPARATION AND PROCEDURES FOR MEET SAFETY MONITORS

The following are suggestions that should be taken to help minimize the risk of injury at a swim meet.

Preparation

- Contact the facility Manager
 - o Make sure that the person you are talking to is the one in-charge of the facility
 - o Have a meeting with the facility manager to discuss the following:
- Local Emergency Numbers
 - o Police
 - o Fire
 - o Rescue Squads
- Support of the Facility Staff
 - o Lifeguards
 - o Security
 - o Janitorial
- Location of the Emergency Exits
- Evacuation Procedure for the Facility
 - o Evacuation to a secure Location Outside the Facility
 - o Evacuation to a secure Location Inside the Facility
- Facility Emergency Action Plan
 - o How it Works
 - o How the Meet Staff will fit into the Plan
- Location of First Aid Treatment Area
- Location of Emergency Equipment
 - o Fire
 - o AED
 - o First Aid
- Determine the Location of where Rescue Squads Enter Facility

In the Event of an Emergency

- Allow the facilities staff to do their jobs and follow what the facility manager advised you to do
- Seek the assistance of swim coaches and officials
- Make sure all coaches and officials are aware of the Emergency Exits
- Know how long it would take the Emergency Personal to arrive at your facility
- Remain calm and keep control of the situation as best as you can