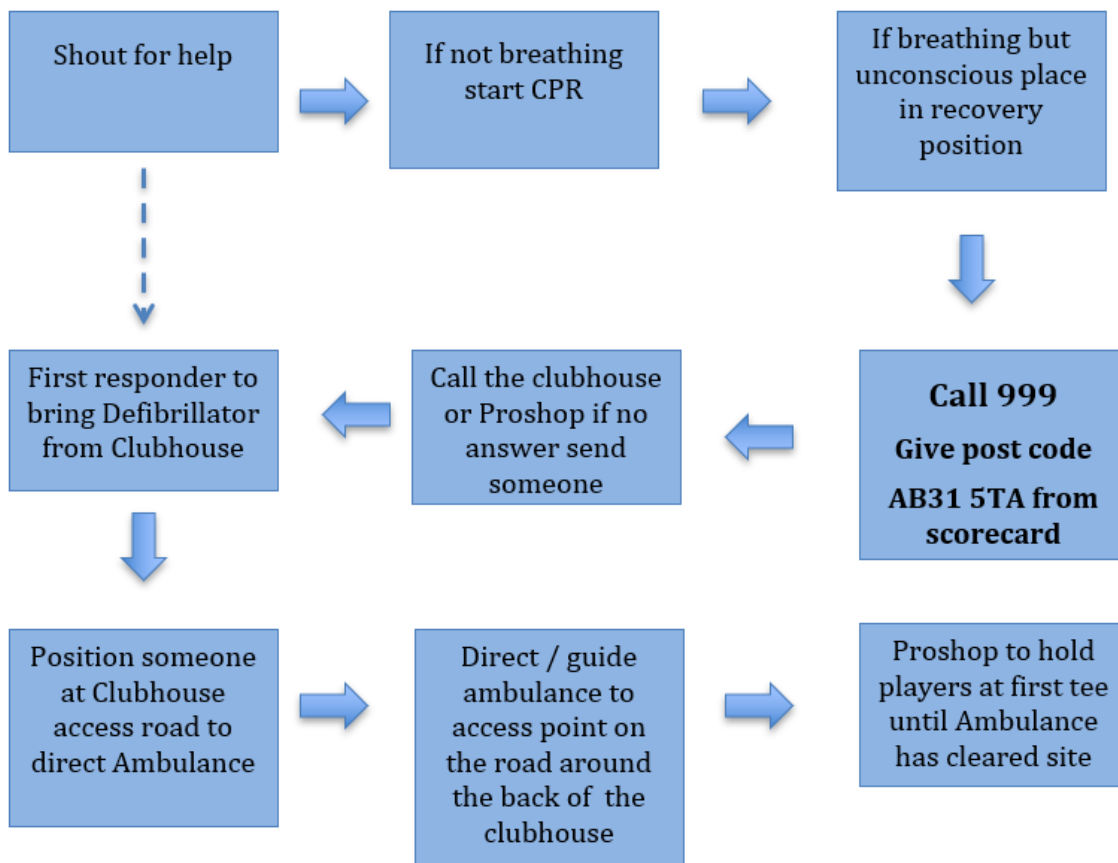


## 02 Emergency Accident Guidance

To ensure the health and safety of all employees, members and visitors it is important that we all know the steps to take should an emergency arise. Below is the procedure to follow in the event of an emergency:

### Flow chart for emergency advice to Staff, Members and Visitors



**Call 999** - bear in mind we have 2 ambulances for Deeside, so response time can be upwards of 40 minutes. It is easy to cancel the call:

The Club **Accident Book** is situated on the Staff Notice Board in the Main Office. All instances of the administration of First Aid to any person, for whatever reason, must be recorded in the Club **Accident Book**. If this cannot be done at the time, the details must be kept either by the Proshop or Bar Staff and the Accident Book updated as soon as possible after the event.