



## ***The Just4Kids Children's Charity Motor Trail –***

### **EMERGENCY PROCEDURES**

While this section is mainly about road accidents and the procedures to follow in the event of a road accident, the basic principles should be followed for any emergency during a Just4Kids event.

Firstly, and most importantly, make sure a J4K official knows about the emergency. While this may seem like something of little importance, it is most important for insurance reasons, and an official must be advised of any emergency immediately. This should be done either by mobile phone or on the UHF.

**Keep your radio on our event channel CH10 at all times.**

In the event of an emergency, the first individual at the scene of the incident must notify our Motor Trail Director, Mark, and/or the other officials listed below as quickly as possible.

#### **AT THE SCENE**

- ☐ Keep Calm and Think
- ☐ Note the time of the accident and the vehicles involved.
- ☐ Notify a J4K official ASAP.
- ☐ Ensure the scene is safe.
- ☐ Delegate someone to control & stop/slow down the traffic.
- ☐ Notify other entrants on our UHF channel.
- ☐ Stand by with a fire extinguisher.
- ☐ Check the stability of the vehicle.
- ☐ Check the occupant's condition.
- ☐ Assist occupants of the vehicle that they are stable.
- ☐ If the vehicle is unstable, wait for the recovery crew.

#### **NOTIFY OFFICIALS**

- ☐ Notify officials of the situation & your location.
- ☐ Notify officials of the Car Entrance Number, & the number of occupants.
- ☐ Notify the number of injured occupants & type of injuries.
- ☐ Notify if anyone is trapped in the vehicle.
- ☐ Notify if Ambulance, Doctors or Police are required.

## **CALLING THE EMERGENCY SERVICES**

- ☐ A J4K official to notify the ambulance or police.
- ☐ If not practical, you may call them yourself.
- ☐ Identify your location - a signpost, road or track, house number or grid.
- ☐ position on your GPS.
- ☐ Notify emergency services if several vehicles & people are involved.
- ☐ Notify them of the type of injuries, if they are trapped etc.
- ☐ Distance bystanders and keep the accident scene free of onlookers.

## **GIVING OUT INFORMATION**

### **ONLY GIVE ACCIDENT DETAILS TO:**

J4KMT Officials, Police and or Ambulance Personal.

Witnesses to inform Motor Trail Officials and Police only.

**Please (DO NOT GIVE INFO to the MEDIA and or Tow Truck Drivers).**

## **EMERGENCY CONTACT PHONE NUMBERS**

- ☐ **For Emergency Services. 000**
- ☐ Rodney Williams (Chairman). **0418 123 056**
- ☐ Steve Pritchard – (J4k SWEEP): **0409 448 013**
- ☐ Mark Louez (Motor Trail Director): **0429 090 199**
- ☐ RACQ Breakdown. **13 1905**
- ☐ NRMA Roadside Assistance **13 11 22**
- ☐ RACV Emergency Roadside Assistance **13 1111**
- ☐ NRMA Roadside Assistance **13 11 22**
- ☐ For the Event Sat Phone Numbers, refer to the current car contact sheet.