

INCIDENT DETAILS
Nature of incident _____
Time of incident (AM/PM) _____
Exact Location
(Grid reference & description):

Party Name _____
Leader _____
Local Base _____
Mobile/Contact Tel. No.:

INCIDENT SITE INFORMATION

Names of casualties & suspected injuries:

1. _____
2. _____
3. _____
4. _____

Number of persons remaining at incident...

Have they got?
Tents Yes/No
Sleeping Bags Yes/No
Stoves Yes/No
Food Yes/No
Other relevant details _____

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AVON SCOUT COUNTY EMERGENCY CARD

The Home Contact:

Listen carefully and write down:

- the names & location of the caller & tel. Number
- the location, time and nature of the incident
- the names of the individuals involved and the condition & location of the injured
- the details of any assistance required

In the event of the incident being rated as serious the Home Contact will:

- inform the District Commissioner
- inform the Public Relations Dept. of The Scout Association: 020 7584 7030 (Office hours) 020 7584 7031 (Other times), Ask for Duty Press Officer

Guidance notes for parties & Home Contacts involved in a serious incident.

- Do NOT speak to the press or media other than to refer them to the Public Relations Dept. of the Association
- Never admit liability of ANY sort
- Do not allow anyone to see any party member without an independent witness being present.
- If someone should force a confrontation, do not do anything and call the Police.
- Be as compassionate as possible with all involved
- KEEP A WRITTEN RECORD OF ALL THAT HAPPENS

Definition of a serious incident

- An incident leading to a fatality or serious injury requiring urgent medical attention
- An incident requiring outside assistance
- Circumstances in which the party member might be at serious risk/illness, or any situation in which the press or media are or might be involved

Home Contact

Name _____

Telephone No. _____

INSTRUCTIONS

1. Remove party from immediate danger
2. Render First Aid to casualties
3. Provide shelter for casualties & other party members
4. Fix position accurately
5. Decide quickest and easiest route for help
6. Complete this card
7. Send two people for help, with this card, to:
 - Dial 999 and obey instruction given by Emergency Services.
 - Contact Home Contact/Local Base.

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