

Major Incident Response Plan

1.0 Introduction

This advice is designed to help event organisers, clubs and coaches in dealing with a major emergency. It is designed to act as a “handrail” to help guide you through the steps you need to take.

In the event of any major incident, your immediate priority is the safety of the participants, volunteers and coaches/leaders involved.

It is the responsibility of clubs to determine a suitable and appropriate **Emergency Action Plan** designed for their own specific operating environments. An information sheet on what to consider in formulating an Emergency Action Plan can be found [HERE](#)

Clubs or events may find it useful to display an Emergency Response Card which gives a quick reference outline of the key steps to take in the case of a life threatening emergency. A template can be found [HERE](#)

“Stay safe: always plan ahead, have information, equipment and systems in place”

2. Definition of a Major Incident

This is either a very serious single incident or combination of incidents which could lead to loss of life, a serious injury, or where there is substantial damage.

Examples are:

- Death or serious injury leading to hospitalisation. Included are participants, competitors, volunteers or spectators.
- A life threatening illness or medical condition to an individual or group
- Overdue groups/individuals or loss of contact, which gives rise to concern e.g. sudden change in conditions or unexpected behaviour
- Deliberate major act of violence or vandalism.
- Serious damage to buildings, event infrastructure or equipment
- Any adverse situation in which the media are or may be involved

Response Check List

In dealing with any major incident there are actions you need to consider, the attached check list takes you through the steps you may need to take.

A copy of the Major Incident Response check list can be found [HERE](#)