

Chapter 8 Emergency Procedures

Chapter Contents

- Rule 8.1 Communication
- Rule 8.2 Emergency Procedures
- Rule 8.3 Overriding Controls
- Rule 8.4 Accident Reporting

Rule 8.1 Communication

- a. For all Scouting activities each party must implement an *'InTouch'* system.
- b. Details of what this needs to include are contained in the Factsheet *InTouch (will soon be issued)*.

Rule 8.2 Emergency Procedures

- a. All accidents to individuals or involving damage to property must be reported. (See Rule 8.4).
- b. In the case of any accident to an individual (even in the case of loss of life, the prospect of loss of life or paralysis), the Scouter on the scene must:
 - alert the appropriate rescue services, if required;
 - advise the Group Scout Leader who in turn must
 - i. advise the next of kin.
 - ii. advise the District Commissioner and the Chief Commissioner

It is vital that Island Headquarters are informed immediately.
- c. Communications with the news media may not be initiated by members of the Scout Group or others involved.
- d. All communication with the news media must be referred to the Chief Commissioner
- e. In many cases the news media will arrive at the incident or get in touch with those involved before any communication with Island Headquarters has been established. When this happens care must be taken in making any statement. Any statement should be limited to straightforward confirmation of basic facts.
- f. Island Headquarters will offer advice and assistance in dealing with the news media when emergencies and accidents to individuals occur.
- g. In the case of an accident abroad, involving a stay in hospital or loss of life, a member of the group concerned must advise appropriate agency(ies) required by their travel insurers.
- h. Island Headquarters must ensure that:
 - clear communication links are maintained with a responsible person in the area of the accident, the next of kin and Island Headquarters;
 - appropriate arrangements are made for the return of the individuals, as necessary;
 - in cases of serious injury, all assistance is made available to ensure the next of kin can visit the casualty.
- i. The Chief Commissioner through the District Commissioner, in conjunction with the leader of the group or other responsible person, must be prepared, if required to produce a full confidential report relating to authorisation, training, equipment, briefing and leadership of the party involved, together with their observations relating to the sequence of events and possible causes of the accident.
- j. In the case of a fatal incident, or an incident that Island Headquarters considers could have resulted in a fatality, the Chief Commissioner will establish an enquiry on behalf of the National Scout Executive.
- k. Leaders are also required to notify the appropriate Government Agency when accidents occur during Air Activities or during Water Activities in coastal or deep sea waters

Rule 8.3 Overriding Controls

- a. For valid and safety reasons, **only** the Chief Commissioner (or his/her representative), has an overriding authority to direct that any activity should be postponed, stopped or cancelled.

Rule 8.4 Accident reporting

- a. Island Headquarters must be informed immediately if during any Scouting Activity a person, whether a Member of the Movement or not,
 - suffers personal injury (where injury necessitates treatment by a doctor, dentist or at a hospital);
 - requires rescuing (where rescue involves any Emergency Service, i.e. Police, Fire, Ambulance, Rescue or Coastguard);
 - dies in the course of, or arising out of, a Scout activity or while on, or in conjunction with, any Scout property.
- b. If an accident during a Scout activity results in third party damage, the District Commissioner and the Chief Commissioner must be informed immediately.
- c. On receipt of this information Island Headquarters will issue the necessary instructions and an incident report form.
- d. In the event of any injury or fatality, or damage to third party property, no admission of liability must be made unless advised by Island Headquarters.