



# 4-H Shooting Sports

*Learn By Doing*



## **EASTERN REGIONAL TOURNAMENT EASTERN 4-H CENTER 100 N. CLOVER WAY, COLUMBIA NC Center Phone: (252) 797-4800**

Current Date: Saturday, August 28<sup>th</sup>, 2021

### **EMERGENCY ACTION PLAN**

#### **Health and Emergency Contact Information**

Each club coach/leader will have a copy on-site of each club member's 4-H enrollment form which includes health and emergency contact information.

#### **Emergency Phone Numbers – in any instance the on-site Camp Director must be notified: JP Peoples (919-495-2762)**

Ambulance: 911 (Washington County EMS, one unit stationed in Columbia)

Fire: 911

County Sheriff Dispatch: 911

Person responsible to call: Team Instructor or Regional Coordinator

- Washington County EMS (serving Tyrell County) will be notified of the regional competition 3 weeks prior to the start of the event. 252-793-7636

In the event of any incident, accident, near miss or emergency, the following will also be immediately notified.

- Regional Coordinator: Art Bradley, (252) 883-2580
- The parent(s) of the youth(s) involved

Person responsible to call: Certified Instructor, Club Leader or 4-H Agent

- First Aid kit will be available at each of the primary ranges. The regional coordinator will designate an associate to review the inventory prior to the event start/end.
- During the instructor meeting, a list of EMTs or higher will be collected with appropriate cell phone numbers to support injury response prior to the arrival of county EMS.
- If an injury occurs, an adult volunteer on the range will notify the registration desk immediately by radio. The nature of the injury will be noted. An on-site qualified person will be notified of the injury. If it is a minor injury, a first aid kit will be used to treat the injury. The range officer will ensure the safety of those participants remaining on the range. He/she will call for a cease fire, order all firearms/bows cleared and made safe and instruct all shooters to step away from the firing line until the situation can be properly handled.
- In the event the injury requires additional medical treatment, the EMS will be contacted or (depending upon the severity of the injury) the parents or other designated adult may transport the participant to the local treatment facility. Other participants will be cleared from the area until the injured is removed.
- If a serious injury occurs, the EMS will be contacted immediately. Other participants will be removed from the area; only those assisting with the injured will remain.
- One person is designated as the person to gather all significant information for an injury/incident report. The appropriate 4-H Injury Report Form is to be completed and forwarded to the State Coordinator for the 4-H Shooting Sports program. All witnesses will be noted with contact information. The State Coordinator will follow up with the family of the injured to see that excess medical coverage is initiated and appropriate insurance procedures are completed. Additional contact with the injured will be made to ensure that they are well cared for.

- In the event that a serious injury or death occurs, the above procedures should be followed. In addition, Charles Young, State 4-H Shooting Sports Coordinator will be contacted. He will contact Dr. Mike Yoder, Associate Director & State Program Leader for 4-H & FCS.

### **Safety Procedures & Equipment (copied from tournament rules)**

Safety must be the number one priority of range personnel, participants, and spectators. Standard accepted safety rules will be followed at all times, special safety considerations will be announced at each venue. The Match Director, Range Officers, or other event staff may dismiss anyone from the range for unsafe behavior. The score may be forfeited, participant disqualified, or spectators barred at the discretion of the range staff.

1. All firearms must be cased until the Range Officer has given permission to the participant to remove their firearm. For archery participants, either arrows or bows must be cased at all times until the Range Officer has given permission to the participant to remove their equipment. Cases include hard cases (metal, plastic, etc.), soft cases, or gun socks. Failure to have equipment properly cased will lead to participants being disqualified.
2. Once permission has been given to remove equipment from its case, uncased firearms on the range must have the action open and empty with an open bolt indicator in place, except when on the firing line ready to fire. Arrows will not be knocked until on the firing line.
3. All firearm muzzles will be pointed and bows drawn in a safe direction and down range at all times.
4. All firearms with a safety device must have the safety on at all times except during a course of fire, or when an OBI is in place.
5. Participants will be required to provide own ammunition for use. All ammunition will be controlled by the club coach. Please see each discipline for ammunition requirements.
6. Only one shell or cartridge will be loaded unless otherwise instructed by the Range Officer.
7. Participants must provide their own eye and ear protection to be worn while on the firing line.
8. Know and obey all range commands.
9. No on-site practice will be allowed.
10. No electronic devices including cell phones will be allowed forward of the observation line, except for hearing protection and medically required devices.

### **Minimization of Lead Exposure**

No persons will eat or drink until washing hands after being on the range. If water is not available, the instructors will provide anti-bacterial moist towel-lets, water-less soap, or similar product for wiping hands once shooting has concluded.

### **PROPERTY USE**

Permission has been secured to use the Eastern 4-H Center, for meetings and live fire exercises of this 4-H regional competition. Responsibility for the following items has been determined:

- Evacuation of the site in an emergency
- Fire extinguisher(s)
- Garbage collection
- Toilet facilities
- Telephone/Emergency communications – The team leaders, range officers, and regional coordinators will have a cell phone available to place any emergency calls.

## **SITE HAZARDS**

A safety inspection of the range will be completed before the range is used by participants. Safety procedures (signage, berms, and safety lines) will be reviewed with the regional coordinator. All hazards, both natural and man-made, will be identified and eliminated or reduced.

Person responsible: Range Officers & Regional Coordinator

### **Severe Weather:**

In the event of a thunder storm, visible/audible lightning, tornado, etc. the event coordinator will contact all range officers and shut the ranges down. Participants will travel directly to the closest, safest sheltered area preferably in the main building until the storm passes over. If a tornado is verified via weather alerts/warnings all participants will report to the main building and assume a seated position within the structure.

### **Fire:**

In the event of a fire in a clubhouse or range building, the following procedures should be followed:

#### **At a Range:**

The Range Officer will notify the registration desk by radio of an emergency situation at the range. The Regional Shooting Sports Coordinator will immediately go to the emergency area to assist.

The RO will supervise the adult volunteers in quickly evacuating the area around the fire, ensuring that all persons are clear of the dangerous area. If needed the coordinator will contact the local fire department through the 911 system.

If it is a small manageable fire (with extinguisher) that can be handled by onsite persons, the Range Officer will keep the area clear until the emergency is handled and the area is deemed safe for use by the Officer.

If it is a major fire event and the local fire department has been notified, the area should be checked immediately for proper clearance for emergency vehicles. Any vehicles that may be blocking access are to be moved immediately.

All persons are to remain clear of the entire area until the situation is under control and has been deemed safe by the fire department personnel.

After the emergency is resolved, the State Shooting Sports Liaison is to be contacted with a report on the situation. The emergency and its details should be documented on an Incident Report by the State Shooting Sports Coordinator. Attach Incident Report Form.

The Coordinator should contact the Assistant Director for 4-H Youth Development in the event of a major emergency. A copy of the report is to be sent to the State 4-H Office.

#### **In a Clubhouse:**

The person in charge of registration will coordinate the evacuation of the area. This person will call the local fire department in the event of a major fire.

All persons will be instructed to stay clear of the building and the efforts of the local Fire Department to contain the situation.

The appropriate Incident Report Form will be completed by the State Liaison or State Coordinator, whichever is in attendance at the event. A copy is to be sent to the State 4-H Office.

**Intruder:**

If any participant or guest of the Shooting Sports event witnesses or experiences a person exhibiting inappropriate, abusive, or violent behavior, the Range Officer should be notified immediately. The Range Officer or a designated adult volunteer will contact the Regional Coordinator and/or the State Coordinator and report the incident. The person(s) will be visually identified and observed and the person alerting the Range Officer will be interviewed.

If there is reason to believe that this person is a threat to the safety of those attending, the local authorities will be contacted. An appropriate Incident Report Form will be completed and a copy sent to the State 4-H Office.