



2016

FACILITY

**EMERGENCY AND
EVACUATION PLAN**

MAY 2016

The Belle River Minor Baseball Association uses 3 different locations to play baseball at. This document will cover each site individually. Administration and coaches will be responsible for knowing this Emergency and Evacuation Plan.

In the event of an emergency person trained in First Aid or a willing person is to take control of the site.

EMERGENCY REPORTING AND EVACUATION PROCEDURES

Types of emergencies to be reported by site personnel are:

- MEDICAL
- FIRE
- SEVERE WEATHER
- OTHER

DIAL 911

FOR ANY EMERGENCY REQUIRING

POLICE

FIRE

MEDICAL

MEDICAL EMERGENCY

- Call medical emergency phone number (check applicable): ☐

DIAL 911

Paramedic ☐

Ambulance ☐

Fire Department ☐

Other Provide the following information:

- a. Nature of medical emergency,
- b. Location of the emergency (address, building, room number), and
- c. Your name and phone number from which you are calling.

- Do not move victim unless absolutely necessary.
- Call the following personnel trained in CPR and First Aid to provide the required assistance prior to the arrival of the professional medical help:

Name: Phone: _____ Name: Phone: _____

- If personnel trained in First Aid are not available, as a minimum, attempt to provide the following assistance:
 1. Stop the bleeding with firm pressure on the wounds (note: avoid contact with blood or other bodily fluids).
 2. Clear the air passages using the Heimlich maneuver in case of choking.
- In case of rendering assistance to personnel exposed to hazardous materials, consult the Material Safety Data Sheet (MSDS) and wear the appropriate personal protective equipment. Attempt first aid ONLY if trained and qualified.

FIRE EMERGENCY

When fire is discovered:

- Activate the nearest fire alarm (if installed)
- **Notify the local Fire Department by calling. 911**
- If the fire alarm is not available, notify the site personnel about the fire emergency

Fight the fire ONLY if:

- The Fire Department has been notified.
- The fire is small and is not spreading to other areas.
- Escaping the area is possible by backing up to the nearest exit.
- The fire extinguisher is in working condition and personnel are trained to use it. Upon being notified about the fire emergency, occupants must:
 - Leave the building using the designated escape routes.
 - Assemble in the designated area (specify location):
 - Remain outside until the competent authority (Designated Official or designee) announces that it is safe to re-enter. Designated Official, Emergency Coordinator or supervisors must (underline one):
 - Disconnect utilities and equipment unless doing so jeopardizes his/her safety.
 - Coordinate an orderly evacuation of personnel.
 - Perform an accurate head count of personnel reported to the designated area.
 - Determine a rescue method to locate missing personnel.
 - Provide the Fire Department personnel with the necessary information about the facility.
 - Perform assessment and coordinate weather forecast office emergency closing procedures
- Area/Floor Monitors must:
 - Ensure that all employees have evacuated the area/floor.

- Report any problems to the Emergency Coordinator at the assembly area. Assistants to Physically Challenged should

- : • Assist all physically challenged employees in emergency evacuation.

SEVERE WEATHER AND NATURAL DISASTERS

Tornado:

- When a warning is issued by sirens or other means, seek inside shelter. Consider the following: - Small interior rooms on the lowest floor and without windows, - Hallways on the lowest floor away from doors and windows, and - Rooms constructed with reinforced concrete, brick, or block with no windows.
- Stay away from outside walls and windows.
- Use arms to protect head and neck.
- Remain sheltered until the tornado threat is announced to be over.

Earthquake:

- Stay calm and await instructions from the Emergency Coordinator or the designated official. • Keep away from overhead fixtures, windows, filing cabinets, and electrical power.
- Assist people with disabilities in finding a safe place.
- Evacuate as instructed by the Emergency Coordinator and/or the designated official.

Flood:

If indoors:

- Be ready to evacuate as directed by the Emergency Coordinator and/or the designated official.
- Follow the recommended primary or secondary evacuation routes.

If outdoors:

- Climb to high ground and stay there.
- Avoid walking or driving through flood water.
- If car stalls, abandon it immediately and climb to a higher ground.

EVACUATION PLAN

LIONS PARK:

245 Ouellette St, Lakeshore, ON N0R 1A0



The safety meeting area will be Club House

EVACUATION PLAN

OPTIMIST PARK:

705 Notre Dame St, Lakeshore, ON N0R 1A0



★ The safety meeting area will be will be at steel building west of Optimist west Diamond

EVACUATION PLAN

MAIDSTONE PARK:

1562 OAKWOOD AVENUE



★ The safety meeting area will be will be at bathrooms south the baseball diamonds