



TANGIER WOOD LTD Emergency Procedure

General

- Safety wagon on site
- All visitors provided with safety brief on arrival.
- Med pack located in central area and pointed out to visitors as part of safety brief.
- Method of visitors alerting Tangier Wood staff to incident/injury included within safety brief.
- In event of incident/injury, Tangier Wood staff assess nature of casualty and enact relevant minor or major emergency procedure.
- Accident 510 form completed in event of incident/accident occurring.

Local Minor Injuries Unit

Crowborough Minor Injuries Unit Southview Cl, Crowborough TN6 1HB. 20min drive.

Local hospital and A&E Department

Tunbridge Wells Hospital, Tonbridge Road, Pembury, Tunbridge Wells, Kent TN2 4QJ.
4.7miles from Tangier Wood, average drive time 15mins.

Action on minor casualty

Tangier Wood staff to:

- Assess nature of injury, treat in situ or assist relocation to central area.
- Assess in conjunction with individual if they are well enough to continue, if so continue to monitor. Contact 111 for further medical advice if required.
- Assess if individual is not well enough to continue and requires further medical assistance - drive/accompany individual to Crowborough Minor Injuries Unit
- Inform emergency contact.
- Complete Accident 510 Form, provide to staff treating casualty at hospital, hold on file.

Action on major casualty

- Tangier Wood staff witness major casualty, command "MAN DOWN, MAN DOWN".
- Visitors briefed to shout "MAN DOWN, MAN DOWN" if witness major casualty.
- All visitors briefed to cease all activity immediately upon hearing command.

Tangier Wood staff to:

- Treat immediately with lifesaving first aid and stabilise.
- Concurrently call 999 and send runner with keys to ambulance exchange point at Tate Fencing car park (300m from Tangier Wood entrance).
- Ferry casualty in truck to ambulance if appropriate. If moving the casualty could result in worsening the injury or un-stabilising the individual, paramedics to be ferried to casualty.
- Conduct a casualty handover with paramedic.
- Accompany casualty in ambulance / follow in separate vehicle to Tunbridge Wells Hospital.
- Inform emergency contact and wait with casualty until emergency contact arrives.
- Complete Accident 510 Form, provide to staff treating casualty at hospital, hold on file.