

Camp Tapico Emergency Procedures

In the event of a camp emergency, each troop must adhere to the following guidelines. The Tall Pine Council also strongly recommends that troops use the Child Identification Card for identification purposes. The Camp Tapico Emergency Procedures will be reviewed Sunday upon check in and at the leader’s meeting on Sunday evening.

- **All personnel in camp (staff, leaders, and campers) must be familiar with the Camp Emergency Procedures.**
- **In the event of an emergency, all personnel will immediately respond to the specific situation as outlined in the Camp Tapico Emergency Procedures.**

In the event of one of the following situations, the Camp Tapico Emergency Action Coordination Team will begin emergency procedures.

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| ▪ Fire | ▪ Serious Accident |
| ▪ Lost Camper | ▪ Severe Weather |
| ▪ Lost Swimmer / Boater | |

In an emergency situation, the Camp Emergency Action Coordination Team will assemble at the camp Administration Building. The team will coordinate actions, issue orders, conduct calls as necessary, and release information to the public, following established B.S.A. and State of Michigan policies. The team will include the following personnel:

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| ▪ Camp Director | ▪ Camp Ranger |
| ▪ Business Manager | ▪ Health Officer |
| ▪ Camp Chaplain | ▪ Program Director |
| ▪ Camp Commissioner | |

Campers will be notified of an emergency via siren signals.

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| • Severe weather / tornado warning | One Blast |
| • Fire | One Blast |
| • Lost swimmer / boater | One Blast |
| • Serious accident / lost camper | One Blast |
| • All Clear | Two Blasts |

In the event of a power outage or an alarm malfunction, a hand air horn will be used and runners will also notify you.

Upon hearing the emergency signal noted above, all campers are to report back to their campsites.

- Unit leaders are to take a head count and get their unit roster.
- Units are to stay in their campsite until the all clear is sounded
- A staff runner will come to your campsite for a head count.
- All unit camper and adult counts will be conducted only by adult leaders in the campsite and reported immediately to the Tapico staff person who will come to your campsite, who will then report to the camp director or designee. Units are reminded that if these procedures become necessary to enact, quick and complete compliance is needed.

Basic Rules to Follow in the Event of a Serious Accident in Camp

- If a victim cannot walk on his own, **do not** move the victim.
- At least two unit leaders must stay with the victim and perform the following as needed: administer first aid, stop bleeding, administer artificial respiration, administer C.P.R., treat for shock, and make the victim comfortable. Reassurance is important too.
- At least two assistant leaders must care for the rest of the unit and lead the unit away from the victim.
- Each troop must appoint a "Troop Leader" who acts as the "runner". This "runner" is dispatched to the Health Lodge to seek help. He needs to be able to relay the following information:

**What Happened?
Who it Happen To?
How it Happened?**

**When it Happened?
Where it Happened?**

- The health officer will determine whether or not to call for an ambulance and will then proceed to the accident scene. The "runner" must wait for the ambulance (if called) to direct it to the scene.
- Upon arrival of the ambulance, the victim is turned over to the ambulance crew and their instructions must be followed.
- The unit leader must accompany the victim to the hospital. The victim's health form should also accompany him.
- Upon arrival at the hospital emergency room, the unit leader must call the victim's parents (or guardians) to seek permission for treatment.
- The camp director or designee must inform the Scout executive of the accident.
- If in doubt as to the condition of the patient, always treat as an emergency!!

Minor Injuries

Administer basic first-aid and transport the victim immediately to the Health Lodge. Always inform the health officer of the assistance administered.

Illness

The Health Lodge is open for sick calls at the following times:

- 9:00am – 11:45am
- 1:00pm – 5:00pm
- 7:00pm – 9:00pm
- At any time for Emergencies

Extreme Heat and Humidity

- In the event of extreme heat and/or humidity, Scouts should restrict their physical activity to cooler times of the day.
- Physical activity should be short in duration with frequent periods of rest.
- Scouts should increase their water intake and take preventative measures to protect their skin.
- Preventative steps for sunstroke and dehydration will be stressed when necessary.
- Limit hiking time to 20 minutes rest as necessary in the shade.

Severe Weather

Severe weather includes heavy thunderstorms, tornado watches (tornado possible), tornado warning (tornado sighted) and lightning.

Severe Storm or Tornado Warning

- Sound the severe storm alarm. Issue verbal instructions to the campers.
- All campers and staff are to seek shelter in the immediate low ground areas.
- Campers and staff are to remain in the low ground areas until the "all clear" signal is sounded.
- The camp ranger will announce "all clear".
- Campers must report to their campsites upon receiving the "all clear" signal and remain there until released by a staff member.
- The staff must report to the Administration Building upon receiving the "all clear" signal.

Lightning

- Seek shelter in a low-lying area, away from overhead wires.
- Avoid contact with water or metal.
- If you are on the lake with severe lightning:
 1. A "clear the lake" signal will be sounded.
 2. Proceed to shore and remove boat from water.
 3. Move away from the boat and the water. Seek shelter.
 4. Avoid contact with metal and overhead wires.

Fire

- Sound the fire alarm. Issue verbal directions to the campers
- All campers must report to their campsites.
- The unit leader must conduct a roll call of his/her campers.
- The camp staff runner will come to your campsite to check your roll call.
- The camp ranger will announce "all clear".
- All of the staff must report to the Administration Building.
- Campers must remain in their campsites until the "all clear" signal is sounded.
- If your campsite is the site of the fire, units will use an alternative place to report to.

Lost Camper

- Advise the camp office immediately.
- Find out where the lost camper was last seen.
- Check the lost camper's campsite.
- Organize a search party and send the staff to the outbound areas.
- After sufficient time has elapsed, notify the county sheriff's department.
- Call the Coast Guard and request helicopter surveillance.
- Continue the search for the lost camper until found.

Lost Camper Search Procedure

Once verification of a lost camper is made, the staff will be mobilized. Determination of where the person was last seen is made. The camp ranger will coordinate the lost person searches with the assistance of the camp staff and unit leaders as necessary.

- Search the troop's campsite and the immediate surrounding areas.
- Teams of 3 will be sent to search the campsite areas. Teams leave under the control of adults only.
 - Know your destinations, search areas, and the times of return.
 - Search teams should carry the following: flashlights, canteens, blankets, rope, first-aid kits, and suitable personal clothing.
 - Teams should have the missing person's name, unit number, home address, and phone number.
- If recovery is not made quickly, the camp director or designee will request outside assistance.

Lost Swimmer / Boater Verification

- The lost swimmer/boater is identified by name.
- The lifeguard calls for a buddy check and orders all persons out of the water.
- The name of the missing person is called loudly. The changing area and the latrine are checked.
- One person is dispatched to the missing person's campsite for a check there. If the missing person is found, explain the merits of the buddy system to the missing person and his buddy.

Lost Swimmer / Boater Search Procedure

The aquatics staff immediately enacts their plan for a lost swimmer/boater search. If this is not productive, the siren will sound for a lost swimmer/boater search

- The siren sounds.
- All adults and campers must return to their campsites. The unit leaders must conduct a head count of their campers and everyone remains in their campsite.
- Report your count to the camp staff person who will come to your campsite.
- All available staff must report to the waterfront to assist in the search as described by the camp and State of Michigan policies.
- Adults and campers must remain in their campsites until the "all clear" signal is sounded.

Earthquake

In the event of an earthquake, you are to proceed immediately to an open area. The major risk of injury during an earthquake is as a result of falling objects. Be aware of overhead power lines and trees. Exit any buildings if possible.