

# TAUNTON DEANE SWIMMING

Affiliated to Somerset and South West Region ASA  
www.tdswim.co.uk

## Guidelines for Dealing with an Accident/Incident

- ④ Remain calm, act swiftly and assess the Accident/Incident.
- ④ Listen to what the injured person is saying.
- ④ If appropriate summon a First Aider.
- ④ If the injury is of a serious nature contact the emergency services. Do not move someone with major injuries.
- ④ Ensure the safety of the rest of the group and that they are adequately supervised.
- ④ Contact the injured person's parent/carer/emergency contact person or advise at the end of the activity whichever is appropriate.
- ④ Complete an Accident/Incident report form.
- ④ Submit completed form to the Child Protection/Welfare Officer