



**Indoor Emergency Action Plan  
St. Sebastian Archers**

**Speedwell Rooms  
Inkersall Road  
Staveley  
S43 3JL**



## EMERGENCY PERSONNEL NAMES AND PHONE NUMBERS

CLUB CHAIRMAN:

Name: GEOFF TORR Phone: 01246 826498 / 07879 381055

CLUB CAPTAIN:

Name: SHAUN TAYLOR Phone: 07925 424816

CLUB SECRETARY:

Name: PAUL BRIGGS Phone: 01246 810626 / 07801 032762

SPEEDWELL ROOMS CARETAKERS:

Name: John Phone: 07843 964624

Name: \_\_\_\_\_ Phone: 07870 489453

## EMERGENCY PHONE NUMBERS

EMERGENCY SERVICES: 999 / 112

CHESTERFIELD HOSPITAL A&E: 01246 277271



## **MEDICAL EMERGENCY**

- Call emergency phone number (check applicable):

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.
  - 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 manoeuvre in case of choking.



## **FIRE EMERGENCY**

*When fire is discovered:*

- Notify the local Fire and Rescue by calling 999 or 112.
- Notify the Emergency Personnel (see page 2).

*Fight the fire ONLY if:*

- Fire and Rescue have 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 you are able to use it.

*Upon being notified about the fire emergency, people must:*

- Leave the hall and surrounding area.
- Assemble in the Staveley Miners Welfare Football Club carpark.
- Remain outside until the competent authority announces that it is safe to re-enter.