



CAMP NORTHLAND
Red Flag Procedures

Updated June 2024

Red Flag Emergency Procedures

NOTE: Injuries could occur in any area of the lake, at any specialty, but they most commonly occur at ski or inflatables, so these are the areas that are specifically outlined in this document. If an injury occurs in any other specialty area the general procedures will look the same for windsports staff and swim staff, however ski will not necessarily need to be involved.

General Procedure

If a suspected spinal injury or other major injury occurs on or in the water:

- A waterfront staff member will immediately enter the water to perform appropriate immobilization of the cervical spine and a rollover if necessary
 - If the injury occurs at ski this would be the driver of the boat (ensure the engine is off and the boat is anchored before initiating the red flag procedure)
 - If the injury occurs at swim/inflatables this would be the closest lifeguard to the site of the injury
- A support person will initiate the Red Flag Procedure by waving a red flag and blasting the air horn for repeated blasts of five (5) second duration
 - If the injury occurs at ski this would be the spotter on the boat
 - If the injury occurs at swim/inflatables this would be the next closest lifeguard
- The head of swim or its designate will notify Simon Wolle and Directors of the Red Flag via walkie-talkie. Inflatables guards will ensure this notification has been made and do so if it has not.
- Simon Wolle or Directors will contact the health center directly to notify them of the Red Flag
- All walkies involved in the rescue (swim, Directors, Simon, health center, windsports) will be turned to channel 1, and will remain on this channel until the completion of the emergency and the all-clear is given by Simon or Directors
- If more senior direction is needed and available, spinal procedure can be further dictated over walkie-talkie. As much as possible, there should be communication providing updates, on Channel 1 so all staff members will be aware of what is happening

- Three (3) swim staff will arrive at the scene as quickly as possible with a spine board and will initiate the **boarding procedure** (outlined elsewhere in this document)
 - If the injury occurs at ski a different ski boat (not the one that initiated the red flag procedure) will drive to Northland Enclosure to pick up swim staff and bring them to the emergency
 - If the injury occurs at swim/inflatables 1 lifeguard will already be in the water, having done the rollover, at least 2 more must come swimming over from the Northland Enclosure. The lifeguard waving the red flag can enter the water and act as a second guard **ONLY AFTER** the rest of the inflatables area is cleared of all swimmers **AND** it is evident that all other swim staff have responded to the red flag. If other swim staff are able to enter the water before the area is cleared of all swimmers then this guard will not have to participate in the boarding procedure.
- Once the victim is properly secured to the spinal board they will be loaded into the windsports boat which should already be waiting at the scene of the emergency, and then the victim along with at least one swim staff will be transported to the health center dock
- All remaining Swim Staff and Windsports Staff will clear their areas and head over to the health center dock to assist in bringing the injured person to the Health Center.

Camp Northland In-Water Spinal Boarding Procedure

Three (3) swim staff will be required for all red flag procedures requiring spinal injury management. Depending on where the emergency occurs (usually at ski), other waterfront staff will be required to perform the initial rollover and provide immediate immobilization before swim staff arrive to continue the boarding procedure.

***NOTE**

*Guard 1: Takes over for staff member who did the initial rollover and acts as primary guard for all communication

*Guard 2: Knifes the board

*Guard 3: Holds hips

1. The first rescuer on the scene (a ski staff if this emergency occurs at ski, the primary lifeguard from swim staff if this emergency occurs at swim/inflatables) will perform initial immobilization and roll the victim over to open the airway if necessary
2. Guard 3 enters the water will support the victim's hips to assist with immobilization on the same side of the victim as the staff member who did the rollover
3. *If the initial immobilization and rollover involved a "vice" hold then Guard 1 will take control of the victim's head at this time placing them into a Canadian hold, in order to allow the first responder from ski to remove their arms from the victim's torso and back. This role at the head should be performed by the most experienced of the 3 swim staff.
*NOTE step 5 is optional depending on what technique was used for the initial rollover. If the "Canadian Log Roll" technique was used, then transfer of the victim's head is not necessary until after the chest and hip straps are secured
4. Guard 2 will enter with the spinal board and approach the victim from the opposite side of guard 3.
5. Guard 2 will knife the board down under the victim and guard 3 will catch the board on the other side. As the board is guided to the surface all 3 rescuers currently in the water will ensure that it is appropriately aligned with the victim's body.
6. Guards 2 and 3 will work together to secure the chest strap then the hip strap tightly onto the victim.
7. When both straps are secured Guard 2 will vice the victim down to the board.
8. When the vice is secure Guard 1, at the head will secure the head straps while guard 3 secures the foot strap and supports the board from the bottom
9. Once the head straps are secure Guard 2 can let go of vice and support the top of the board

10. Guard 1 will climb into the windsports boat and help lift the board onto the boat while guards 2 and 3 push the board onto the boat from the water
11. Once the victim and at least one lifeguard are loaded into the windsports boat it quickly proceeds to the health center dock where the rest of the swim staff should be waiting to help carry the board to the health center.
12. The remaining lifeguards will wait at the scene to be picked up by another boat.

Ski Specific Procedures

- Ensure the engine is off and the boat is anchored before the first rescuer enters the water
- A different boat (not the boat that initiated the Red Flag procedure) will retrieve swim staff from the Northland Enclosure
- Ensure that all boats approaching a victim with a potential spinal injury move slowly in order to avoid producing waves that could cause further injury to the spine
- All victims at ski will be removed onto the windsports boat and brought directly to the health center
- In order to save time, only 1 swim staff will be loaded into the windsports boat with the injured victim, the others will be picked up and returned to shore by a different boat (likely the ski boat already at the scene)

Inflatables Specific Procedures

- While guard 2 is signaling the start of the Red Flag procedure, he/she should also be clearing the rest of the campers out of the inflatables area. They should wait on the shore with their counsellors, and MUST not leave the inflatables specialty until they are properly signed out of the water
- Guard 2 can enter the water to assist with the rescue as soon as the inflatables area is clear of other swimmers AND it is clear that the rest of swim staff have acknowledged the Red Flag. If other swim staff arrive at the scene before the inflatables area is completely clear 2 of them will join the spinal boarding procedure instead of guard 2.

- There are 3 possible scenarios for appropriate removal of the victim, depending on the exact location of the victim, and the relative efficiency of the rescue procedure:

Scenario 1 (the rescue is efficient and the victim can be removed at the closest dock and await further support from wind sports for transportation):

- The board with the victim will be brought to the inflatables dock, and lifted onto the dock. Any follow up procedures (such as first aid or CPR) can be initiated by swim staff while waiting on the dock. When the windsports boat arrives at the scene the board will be loaded onto the boat with the victim and will be transported to the health center dock along with swim staff.

Scenario 2 (Windsports has already arrived at the scene and the victim is not yet removed onto the closest dock):

- After the injured person is secured onto the spinal board, they will be removed directly onto the windsports boat, and swim staff will travel with them on the boat to the health center dock

Scenario 3 (a golf cart or camp truck is more readily available in a time-efficient manner than the wind sports boat would be):

- The swim staff along with the two designated inflatable guards will lift the board and carry it to shore. Any follow up procedures (such as first aid or CPR) can be initiated by swim staff while waiting on the shore. When the golf cart arrives, the board will be loaded onto the golf cart with the victim, and the swim staff involved in the rescue will run to the health center following behind the golf cart

Specialty Specific Roles

Swim Staff

- Three (3) swim staff will participate in the rescue (grabbing first aid kit, spinal board and life jackets from the Swim Shed).
- Swim staff wait at deepest edge of dock for boat pick-up – they should be wearing lifejackets before boarding the boat, this will make the rescue easier when they arrive at the scene

- All swim staff not involved in the rescue should quickly clear all swimmers from the area of the swim docks and the inflatables area then should quickly go to the health center dock to wait for the arrival of the injured victim and help to transfer the victim from the dock to the health center

Ski Staff

- The Ski boat will get the spinal board, first aid kit and the supporting swim staff from the Swim Dock and will drive towards the location of the incident. It is critical to reduce the amount of waves created by the boat as the boat nears the location of the incident.
- Remaining Ski staff clear their area and wait on dock for rescue boat to return.
- NOTE ski does not have a role in the Red Flag procedure if the injury occurs in any specialty area other than ski

Windsports Staff

- Instruct all sailboats and surfboards to sail into shore immediately.
- The Windsports boat will arrive at the location of the injury and will cut its engine but does not anchor
- The Windports boat will wait and receive instruction to help with the procedure.
- Any Windsports staff that are not involved with the rescue should begin to clear the Windsports area and make sure all campers are accounted for.

Buddy Procedure - Inflatables

- At each period the inflatables guards or cabin counsellors will sign the campers out in buddies (using buddy numbers)
- Every 20 minutes the guards will do a buddy check to ensure that everyone is present
- During general swim the inflatables areas will participate in the general swim buddy whistles
 - a) when swim blows the whistle all campers on the inflatables are to stop what they are doing
 - b) after swim does their junior, senior and raft area check the inflatables guards will do their check

- c) when both Northland Enclosure and the inflatables are clear the campers can continue swimming in both areas

Water Drag - Inflatables

- In the event that there is a missing camper at the inflatables a water drag procedure will be initiated
- Inflatables guard 1 will enter the water and start to drag while Inflatables guard 2 notifies swim staff, Simon Wolle and Directors
- At this time all swim staff will grab their dragging equipment and begin dragging
- Simon and Directors are to instruct all water specialties to shut down until further notice
- All water specialties are to meet at the trip shed and head of swim will organize each specialty to begin dragging a specific surrounding area

Waterfront Injury/Spinal (Inflatables)

Swim

- Three (3) guards will participate in the rescue (grabbing a first aid kit, spinal board and life jackets from the Swim Shed).
- Swim staff will run directly to the site of injury- then follow Inflatables Specific Procedures

Windsports

- Instruct all sailboats and surfboard to sail into shore immediately.
- The Windsports boat will arrive at the location of the injury and will cut its engine
- The Windsports boat will wait and receive instruction to help with the procedure.
- Any Windsports staff that are not involved with this procedure should begin to clear the Windsports area and make sure all campers are accounted for. They should also make sure that the Windsports dock is clear of anyone that is not directly involved in the procedure.
- The Windsports staff will ensure that they have enough staff members and strength to carry the spinal board from the Windsports dock to the Health Center. This means calling on other staff for assistance.

The detailed overall procedures:

If a suspected spinal or major injury occurs at the inflatables specialty:

- Inflatables guard 1 goes to the injured person
- Inflatables guard 2 signals a “Red Flag” emergency procedure. This involves waiving the Red Flag and Signaling the Horn for **five (5)** second long blasts until the swim staff are headed in the direction of the site of injury
- Inflatables guard 2 will also contact Simon Wolle or Directors via walkie to notify them that a Red Flag emergency procedure has been initiated. NOTE: The Red Flag Procedures should be followed.
- **Simon Wolle or Directors will then contact the Health Center and doctor.**
- All walkie-talkies should be switched to channel 1 immediately.
- If more senior direction is needed and available, spinal procedure can be further dictated over walkie-talkie. As possible, there should be communication providing updates, on Channel 1 so all staff members will be aware of what is happening.

Boarding Procedure

Inflatables Specific Procedures

1. Inflatables guard 1 on the scene will perform initial immobilization and roll the victim over to open the airway if necessary
2. Inflatables guard 2 will wave the Red Flag and blast the horn for five (5) long blasts until three (3) swim staff are headed towards the scene of injury with spinal board, life jackets and first aid kit
3. While guard 2 is signaling the start of the Red Flag procedure (follow ‘Red Flag Procedures 2022’), he/she should also be clearing the rest of the campers out of the

inflatables area. They should wait on the shore with their counsellors, and MUST not leave the inflatables specialty until they are properly signed out of the water

4. Guard 2 can enter the water to assist with the rescue as soon as the inflatables area is clear of other swimmers AND it is clear that the rest of swim staff have acknowledged the Red Flag. If other swim staff arrive at the scene before the inflatables area is completely clear 2 of them will join the spinal boarding procedure instead of guard 2.
5. When swim staff arrive on scene guard 3 enters the water will support the victim's hips to assist with immobilization on the same side of the victim as the inflatables staff who did the rollover
6. *If the initial immobilization and rollover involved a "vice" hold then Guard 1 will take control of the victim's head at this time placing them into a Canadian hold, in order to allow the first responder from ski to remove their arms from the victim's torso and back. This role at the head should be performed by the most experienced of the 3 swim staff. *NOTE step 6 is optional depending on what technique was used for the initial rollover. If the "Canadian Log Roll" technique was used, then transfer of the victim's head is not necessary until after the chest and hip straps are secured
7. Once guard one has victim secured in Canadian inflatables staff can let go of vice and help where directed
8. Guard 2 will enter with the spinal board and approach the victim from the opposite side of guard 3.
9. Guard 2 will knife the board down under the victim and guard 3 will catch the board on the other side. As the board is guided to the surface all 3 rescuers currently in the water will ensure that it is appropriately aligned with the victim's body.
10. Guards 2 and 3 will work together to secure the chest strap then the hip strap tightly onto the victim.
11. When both straps are secured Guard 2 will vice the victim down to the board.
12. When the vice is secure Guard 1, at the head will secure the head straps while guard 3 secures the foot strap and supports the board from the bottom
13. Once the head straps are secure Guard 2 can let go of vice and support the top of the board

14. Guards will double check straps are tight and the victim is ready to be pushed on to the boat or dock

- * There are 3 possible scenarios for appropriate removal of the victim, depending on the exact location of the victim, and the relative efficiency of the rescue procedure:

Scenario 1 (the rescue is efficient and the victim can be removed at the closest dock and await further support from wind sports for transportation):

- The board with the victim will be brought to the inflatables dock, and lifted onto the dock. Any follow up procedures (such as first aid or CPR) can be initiated by swim staff while waiting on the dock. When the windsports boat arrives at the scene the board will be loaded onto the boat with the victim and will be transported to the health center dock along with swim staff.

Scenario 2 (Windsports has already arrived at the scene and the victim is not yet removed onto the closest dock):

- After the injured person is secured onto the spinal board, they will be removed directly onto the windsports boat, and swim staff will travel with them on the boat to the health center dock

Scenario 3 (a golf cart or camp truck is more readily available in a time-efficient manner than the wind sports boat would be):

- The swim staff along with the two designated inflatable guards will lift the board and carry it to shore. Any follow up procedures (such as first aid or CPR) can be initiated by swim staff while waiting on the shore. When the golf cart arrives, the board will be loaded onto the golf cart with the victim, and the swim staff involved in the rescue will run to the health center following behind the golf cart

Where appropriate: All remaining Swim Staff and Windsports Staff will clear their areas and head over to the Windsports dock to assist in bringing the injured person to the Health Center.

Land Spinal Procedures

If suspected land spinal injury occurs:

- Do not move injured person
- Immobilize head and neck in position found
- Check vital signs (ABC's, LOC, skin colour, skin temperature)

After the injury occurs:

- One staff member should move campers away from injury site.
- One staff member should stay with the victim and maintain immobilization of the spine until more staff arrive to assist with emergency care.
- The staff maintaining immobilization can also initiate first aid at this point if other first aid concerns are present
- A third staff member (or, if a third staff member is not present, the staff who was responsible for clearing campers out of the scene) should immediately use a walkie-talkie to contact the following people:
 - Head of Swim
 - Health Centre
 - Head of Water
 - Any member of the directing team who may be currently using the golf cart, or the office if the golf cart is parked there
 - Camp Director
- After being contacted, the Head of Swim, Head of Waterfront, Health Centre and the Camp Director will switch their walkie-talkies to Channel 1, and will remain on this channel until the camp director gives the all clear that the emergency is settled.

Post-Emergency Follow Up

Land and Water Spinal Emergency Follow-up

- NOTE: accident reports must be completed and submitted to the Camp Director (Simon Wolle)
- There will be follow up sessions for all those that were involved in the Emergency procedure occurring in the Health Center with a member of the Health Center present. There will be individual checks as well as a group debrief on the situation and reaction to create a discussion about preventive measures for the future.

Post-Emergency Follow Up

Land and Water Spinal Emergency Follow-up

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Follow-Up Group Questions

Below are guiding questions. Others can be asked at the discretion of the person leading the follow-up.

- What went well? What didn't? Why?
- What was everyone role in the procedure?
- What was supposed to happen? What did happen? What didn't happen? Why was there a difference between what was supposed to happen and what did?
- What were the strengths of the team?
- What were the weaknesses of the team?
- Is there something that we could do differently next time to make this process better?