



Dawson County Parks and Recreation Department Emergency Plan

Purpose:

The intent of this emergency plan is to outline the actions to be taken for “all hazards”. In the event of an emergency, the **Supervisor on Duty needs to assess the urgency of the situation**. If the hazard requires an immediate response the Supervisor on Duty needs to refer to this policy and exercise their judgment when taking action. As soon as possible, the Park Director should be notified.

If the emergency is imminent, the Supervisor on Duty should contact 911 and the Park Director.

Chain of Notification for all Emergency Situations:

1. Contact 911 and the Park Director (if not in the facility)
2. Notify the affected volunteers, coaches, instructors, and staff on duty
3. Supervisor on Duty addresses the emergency until emergency responders arrive

Indoor Facilities & Gymnasiums

Rock Creek Sports Complex: 445 Martin Road
Veterans Memorial Park: 186 Recreation Road

Procedures:

Emergencies may require evacuation or “sheltering in place”. Major emergencies may involve specialized personnel. Always follow emergency responder instructions.

- **Evacuations:**

Fire – structural

1. Evacuate patrons safely away from building (possible sites include the tennis courts and pavilions). Remain at least 150 feet from the fire.
2. Bring emergency supply kit.
3. Account for all patrons and staff (write down names and phone numbers).

Hazardous Materials Inside

1. Evacuate patrons safely away from building (possible sites include the tennis courts and pavilions).
2. Bring emergency supply kit.
3. Account for all patrons and staff (write down names and phone numbers).

- **Shelter in Place:**

- Flash Flood**

- 1. Notification to patrons to gather in the gymnasium.
 - 2. Bring emergency supply kit.
 - 3. Account for all patrons and staff (write down names and phone numbers).

- Tornado/High Winds**

- When a tornado watch has been issued, all outdoor activities will be cancelled. Indoor activities may resume.*

- 1. Shelter patrons in the areas designated on the tornado site plan.
 - 2. Bring emergency supply kit.
 - 3. Account for all patrons and staff (write down names and phone numbers).

- Hazardous Materials Outside**

- 1. Notify patrons to gather in a part of the Rec. Center farthest from the threat.
 - 2. Turn off heating and air conditioning units.
 - 3. Bring emergency supply kit.
 - 4. Account for all patrons and staff (write down names and phone numbers).

- Lightning/Severe Thunderstorms**

- 1. Recommend to patrons that they remain in the building until the lightning passes. If outside, direct patrons an indoor shelter or to their cars.

- **Suspicious Package**

- 1. Note location of suspicious package.
 - 2. Leave package where it is found.
 - 3. Evacuate area immediately. Remain at least 300 feet from the package.
 - 4. Call 911.

- **Intentional Unlawful Act**

- 5. Seek safety
 - 6. Call 911 if able to do so

Outdoor Facilities/Aquatics/Athletic Fields

Rock Creek Sports Complex: 445 Martin Road

Veterans Memorial Park: 186 Recreation Road

War Hill Park: 4081 War Hill Park Road

River Park: Hwy 9 South

Procedures:

Emergencies may require evacuation or “sheltering in place”. Major emergencies may involve specialized personnel. Always follow emergency responder instructions.

When weather conditions warrant patrons to cease play and immediately seek shelter, an air horn signal will be sounded in the form of a 5-second long beep. The air horn will be signaled as a result of any of the following notifications:

- Notification from Dawson County Public Safety
- Alerts via weather radio and/or lightening detector
- Observations of staff
- Weather siren at Veterans
- Any other factor or element observed

When it is deemed safe for patrons to resume play, an air horn signal will be sounded in the form of 3 short beeps.

In addition to the above procedures, Veterans is equipped with a weather siren. When a tornado has been sighted, conditions are favorable for a tornado, or severe thunderstorm warning has been issued for Dawson County, the weather siren will sound, signaling all patrons to cease play and immediately seek shelter. The siren will sound for 3 minutes each time it is activated. When it is deemed safe for patrons to resume play, an air horn signal will be sounded in the form of 3 short beeps. A test siren is sounded every Wednesday at 11:30AM.

- **Evacuations:**

- Flash Flood

1. Clear facilities and fields.
2. Notify Athletic Coordinator and Park Director.
3. Evacuate patrons safely (seek higher ground, such as hill behind tennis courts; if time allows patrons are encouraged to leave with their vehicles).
4. Bring emergency supply kit.
5. Account for all patrons and staff (write down names and phone numbers).

- Fire

1. Clear facilities and fields.
2. Notify Athletic Coordinator and Park Director.
3. Evacuate patrons safely (the primary site is the small pavilion and parking lot adjacent). Remain at least 150 feet from the fire.
4. Bring emergency supply kit.
5. Account for all patrons and staff (write down names and phone numbers).

- Hazardous Materials

1. Clear facilities and fields.
2. Notify Athletic Coordinator and Park Director.
3. Evacuate patrons safely away from the hazard (seek higher ground; if time allows patrons are encouraged to leave with their vehicles).
4. Bring emergency supply kit.
5. Account for all patrons and staff (write down names and phone numbers).

- **Shelter in Place:**

- Tornado/High Winds

When a tornado watch has been issued, all outdoor activities will be cancelled. Indoor activities may resume.

1. Clear facilities and fields.
2. Notify Athletic Coordinator and Park Director.
3. Shelter patrons in the areas designated on the tornado site plan. If necessary direct patrons to low ground.
4. Bring emergency supply kit.
5. Account for all patrons and staff (write down names and phone numbers).

Lightning/Severe Thunderstorms

1. Clear facilities and fields.
2. Notify Athletic Coordinator and Park Director.
3. Instruct players and spectators to go to their vehicles. Stay away from water, metal, and trees.

• Suspicious Package

7. Note location of suspicious package.
8. Leave package where it is found.
9. Evacuate area immediately. Remain at least 300 feet from the package.
10. Call 911.

• Intentional Unlawful Act

1. Seek safety
2. Call 911 if able to do so