Girl Scout Council of Vermont

EMERGENCY PROCEDURES FOR VOLUNTEERS & STAFF IN EVENT OF SERIOUS ACCIDENT, EMERGENCY or FATALITY

Person at scene must follow these steps in order:

1. Give priority attention to care of the injured.
2. Call for needed assistance - ambulance, fire dept., police, as appropriate.
3. Leave a responsible person at the scene. Do not disturb victim and/or surroundings until emergency assistance arrives.
4. Ensure safety of others - troop members, campers, volunteers. (Remove them from scene; get them involved in an activity.)
5. IMMEDIATELY contact, in order, one of the follow to report the emergency. (Other side)

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A. Emergency Voice Mailbox at Council ñ (800) 639-3055 Extension 501

B. Sharon A. Baade, CEO — Home: (802) 244-6686
Office: (802) 878-7131 or (800) 639-3055 ext. 118 — Cell: (802) 598-7903

C. MaryBeth Pinard Brace, Communications Director — Home: (802) 985-9179
Office: (802) 878-7131 or (800) 639-3055 ext. 108 — Cell: (802) 363-5416

D. Bonnie Finnigan, Council President — Home: (802) 860-1635
Office: (802) 860-4451

6. Make NO statement of any kind to the media. Do NOT give out any names or information or make any statement that could be viewed as an acceptance or rejection of responsibility for an accident. Ask media to call the council at (802) 878-7131 or (800) 639-3055.
7. Keep your copies of all permission forms and health records to turn over to the council office. Do not surrender copies to the authorities.

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