**uea+sport**

**EMERGENCY PROCEDURES**

**The following procedures should be followed in cases of accident or emergency involving UEA groups:**

**1. Ensure the safety of self and remainder of group**

**2. Deal with casualties and call the emergency services as necessary - dial 999**

**The following information should be given:**

1. **Exact location (if remote this should be a 6 figure grid reference)**
2. **Details of casualties and incident**
3. **Number in the group**
4. **First aid given**
5. **Equipment available to the group**

**If the situation is serious, contact the University as soon as is reasonably possible…**

**Security Lodge = 01603 592352, Student Sport Manager = 01603 597242 or 07775 878416**

**…both are available 24 hours**

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