



# EMERGENCY. WHAT DO I DO? Emergency Procedures in Scouting

## REPORTING

Inform Headquarters immediately  
(via The Scout Information Centre 0845 300 1818) when:

- Someone suffers a personal injury requiring a doctor, dentist or hospital.
- Someone requires rescuing where the rescue involves an Emergency Service.
- Someone dies.
- Third party property is damaged.

## CONTACT DETAILS

|                                                                                                                       |               |
|-----------------------------------------------------------------------------------------------------------------------|---------------|
| Duty Press Officer                                                                                                    | 020 8433 7100 |
| (After office hours a recorded message detailing the contact telephone number of the Duty Press Officer is available) |               |
| <b>Scottish Headquarters:</b>                                                                                         |               |
| Office hours                                                                                                          | 01383 419073  |
| After office hours                                                                                                    | 020 8433 7100 |
| <b>Northern Ireland Headquarters:</b>                                                                                 |               |
| Office hours                                                                                                          | 02890 492829  |
| After office hours                                                                                                    | 07973 301195  |



**DON'T**

- Make an admission of liability.
- Initiate contact with the news media.

**DO**

- Keep a record of actions and communications.
- Refer all news media to the Duty Press Officer.
- Take care when making statements if the news media do turn up. Stick with confirmation of basic facts.

**ACCIDENTS**

In the event of an accident to an individual:

- Alert the appropriate rescue services.
- Alert the home Scout authority (Commissioner or their designate).

Contact details: .....

- Alert the next of kin of anyone involved.
- If abroad, advise any agencies required by the insurers.

**SERIOUS ACCIDENTS**

In the event of a serious accident (loss of life, prospect of loss of life or paralysis):

- Contact the Duty Press Officer (contact details overleaf).

**Air and deep water accidents**

For accidents during air activities or during water activities in coastal or deep sea waters:

- Notify the appropriate government agency.

