

# SUTTON-IN-CRAVEN COMMUNITY EMERGENCY PLAN

In the event of a major emergency that affects the community of Sutton-in-Craven, such as flooding, the Community Emergency Plan will be put into action.

The Sutton-in-Craven Community Emergency Plan lays out the actions to be undertaken in an emergency by the Emergency Volunteers. This is not a replacement of any actions by the Emergency Services or Statutory Authorities, but rather an addition.

Sandbags: Sandbags are currently stored in a container on Manor Way.

In the event of an emergency, the Park Pavilion will be opened as an Operational Control Centre. From this base, volunteers will be dispatched to warn, inform, and assist residents in Sutton-in-Craven.

Local people have registered to be Emergency Volunteers. If you would like to volunteer, contact us on the details below. There are two categories.

- Local people who in times of need who are able to check in on and provide support to the more vulnerable in our village. It is hoped a number of people volunteer so each volunteer has a small number of houses close to their own home.
- Local people who have equipment or a skill that may support a response to an emergency. This could include cutting or lifting equipment, transport or being able to provide food for example.

**These emergencies are rare occurrences so it isn't expected volunteers will be regularly called upon. It is however, reassuring to know that support is there if it is required.**

You should never put yourself at any risk – Emergency services will be called.

Until they arrive you will be responsible to one of the Leads Contacts in the Emergency Plan.

You will not be expected to do anything which is the job of the Police, Fire or Ambulance Service.

**Roles initially if Major incident team have not arrived include: -**

- Opening rest centres if required
- Collect Emergency Box, from Pavilion
- Encourage residents to move to rest centres
- Setting up areas for residents within rest centres
- Logging volunteers on duty
- Logging people in and out of buildings
- Logging any medical issues to pass on to paramedics
- Logging out anyone who leaves the rest centre
- Providing reassurance and refreshments
- Offer support to anyone distressed
- Provide practical support e.g. contacting family members

- Advise primary schools, medical practice, and local businesses
- Message on media, notice boards etc
- Working with other volunteers

#### **When Major Incident Team Arrive**

- Continue all the above under direction of Major Incident Team
- Provide local information to the Major Incident Team

#### **What other roles could you be involved into?**

- Door knocking in the recovery phase, under direction of the Major Incident Team, to provide information to residents and businesses

Contact Us:

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