

(Internal) Emergency plan

The general consensus is to always notify the host, security and/or Lifesaver of X. For the rest there is the internal emergency plan.

In case of evacuation, always follow the life saver

The internal emergency plan contains an overview of a risk analysis, safety plan and evacuation plan. It was deliberately decided not to draw up a security plan because it is expected that no protest groups will form around the tournament.

A protocol is drawn up for each risk category that describes the next steps for the committee and the impact on the tournament.

Risk category A

Risks:

1. Someone dies during the event
2. Someone is seriously injured (e.g., by falling lamps)
3. Someone gets a severe allergic attack from food that went wrong
4. Fire in the sports center during the tournament
5. Assault
6. Fights

Possible solutions:

1. When someone dies, is seriously injured or has an allergic attack: (1-3)
 - i. Get a first aider from the room to the injured person and make room.
 - ii. Send someone to get the local Lifesaver. He then takes over.
 - iii. If you need to hurry and the Lifesaver is not on site fast enough, call 112.
 - iv. Assist the Lifesaver
 - v. Further internal procedure:
 - i. Have team captains check if their teams are complete
 - ii. In case of death, cancel the tournament
 - iii. In case of serious injury, decide in consultation with team captains whether the tournament can go ahead.
 - iv. Speech explaining the situation and information about the continuation of the tournament.
2. When a fire breaks out (4)
 - i. Inform the host, security and the Lifesaver
 - ii. If you need to hurry or if the Lifesaver is not on site fast enough, call 112.
 - iii. Follow the Lifesaver evacuation plan and have the emergency response team assist.
 - iv. assault (5)

3. The victim is placed in a safe environment with at least two trusted persons.
 - i. Report it to X's host and security
 - ii. The victim is asked what the wish is for follow-up action:
 - i. Have parents pick up
 - ii. Still dancing at the tournament
 - iii. Going home with a trusted person
 - iv. etc.
4. iv. If the victim wants to file a report: the police will be called in.
5. v. The attacker will be immediately suspended from the tournament.
6. vi. He/she will be removed from the location under the supervision of at least 2 people.
7. vii. The victim is guided to contact professional help for possible processing.
 - i. brawl (6)
 - ii. Report it to X's host and security
 - iii. Try to appease the fight
 - iv. Ask both parties about the situation in separate rooms
 - v. Try to compromise
 - vi. When the situation cannot be ended successfully: both sides are suspended from the tournament.

Risk category B

Risks:

1. Participants argue with each other
2. Visitors harass others
3. Someone consistently continues to harass the committee with "problems"/comments/etc.
4. A large number of participants get sick during the tournament
5. Power Failure
6. Theft
7. Damage to materials

Possible solutions:

1. Altercation between participants
 - a. Both parties are taken separately in 1 room.
 - b. The corresponding team captains are hereby called
 - c. An independent third party directs the discussion (preferably a super volunteer, in case of a severe situation a board member)
 - d. If no solution can be found, agreements will be made about contact during the remainder of the tournament.
2. Visitors harass others
 - a. The visitor is immediately removed from the location
 - b. Report the incident to X's host and security
 - c. The visitor's name is put on a list at the door check so that this person cannot re-join the site.

3. Harassment of the Commission
 - a. Someone is given a maximum of 2 official warnings
 - b. 3rd Disruption: Tournament Suspension
 - c. 4th Disruption: Suspension of the Venue
 - d. Report the incident to X's host and security
4. Illness participants
 - a. 10 % or more → cancel tournament
 - b. 5 - 10 % → Investigate the cause and make a decision after analysis
 - c. 5% or less → No action
5. The power goes out
 - a. Report the incident to the host of X
 - b. The host takes over the further steps
6. Items are stolen (from participants or exhibitors)
 - a. Report the incident to X's host and security
 - b. Stop the event for 3 minutes and make the announcement.
 - c. Refer participants to the lockers where they can keep their belongings.
 - d. Notify X's host. And ask whether further steps need to be taken.
7. Damage to floor/other rented products
 - a. Report the incident to X's host and security
 - b. Collect evidence (photos) for insurance technical steps
 - c. Agree with the landlord about any compensation
 - d. Declare damage to the insurance