Date: October 17, 2026
Venue: Rundle Park
Event & Race Directors: Michelle Ross & Travis Patten

1. PURPOSE

The purpose of this Emergency Action Plan (EAP) is to ensure a coordinated, efficient, and safe response to medical, environmental, or critical incidents occurring during the Provincial Cross Country Championships. This plan applies to all athletes, coaches, officials, volunteers, and spectators.

2. VENUE OVERVIEW

The event will be held at Rundle Park (2909-113 Ave NW Edmonton) utilizing the Disc Frisbee area across from the ACT Centre (behind the water fountain). The course mainly runs in the green space of the disc frisbee golf course. There are a variety of areas that range from 4–6 metres wide to narrow 1-metre-wide areas. There is mixed terrain throughout, with hills incorporated with flat areas. There are no road or cement trail crossings.

3. EMERGENCY COMMAND STRUCTURE

Event Director: Michelle Ross
Medical Lead: Dwayne Laing
Safety/Weather Monitor: SSA Cross Country Committee

4. EMERGENCY COMMUNICATION

Primary Communication: Two-way radios assigned to key personnel.
Backup Communication: Cell phones.
Emergency Signal: Megaphone emergency blast – race stopped immediately.
911 Protocol: State event name, location (Rundle Park, Edmonton, Alberta), nature of emergency, and assign personnel to meet EMS at the entrance.

5. NEAREST HOSPITALS

Royal Alexandra Hospital
10240 Kingsway NW, Edmonton, Alberta
Phone: 780-735-4111
Approximate driving time: 20 minutes

Strathcona Community Hospital
9000 Emerald Drive, Sherwood Park, Alberta
Phone: 780-449-5380
Approximate driving time: 15 minutes

6. EMERGENCY VEHICLE ACCESS

Primary Access: Main entrance of ACT Centre; close proximity to start/finish area.
EMS Staging Area: Parking lot adjacent ACT Centre.

7. MEDICAL SERVICES

Dwayne Laing Athletic Therapy will be onsite.
Medical tent located adjacent to finish line.
Equipment available: AED, spine board, first aid kits, ice, water, blankets.
Finish line triage area established for distressed runners.

8. COURSE SAFETY PLAN

Marshals positioned at major intersections.
All marshals equipped with radio or phone and course map.
Sweep ATV deployed after final competitor.

9. WEATHER & ENVIRONMENTAL PROTOCOLS

Lightning: Competition suspended immediately; 30-minute wait after last strike.
Shelter: Biathlon building, team buses, or personal vehicles.
Cold/Heat: Monitor wind chill and hydration needs; modify schedule if required.
Air Quality: Monitor AQHI; consider modification at AQHI 7+.
Race Director has final authority on delays or cancellation.

10. MISSING PARTICIPANT PROTOCOL

Report immediately to Race Director.
Identify last known location and alert marshals via radio.
Deploy sweep team.
Notify Camrose City Police if the athlete is not located promptly.
Use bib tracking at start and finish for accountability.

11. EVACUATION PLAN

Stop competition (megaphone blasts).
Direct athletes and spectators to shelter locations (ACT Centre and Family Centre).
Maintain a clear EMS access lane.
Coaches account for athletes.

12. MAJOR INCIDENT PLAN

Activate Incident Command and call 911 immediately.
Secure area and assign personnel for EMS coordination and crowd control.

13. PRE-EVENT SAFETY BRIEFING

Mandatory briefing for volunteers, marshals, and medical staff.
Review emergency signals, radio channels, lightning protocol, and EMS access routes.

14. DOCUMENTATION & REPORTING

Complete Incident Report Forms for all injuries.
Submit required reports to School Sport Alberta.