

## SEARCH AND RESCUE OF LOST, MISSING OR RUNAWAY PERSONS

### Eagle Lake Camp and Retreat Center (ELCRC)

1. In the event that a camper is lost, missing, or has run away one of the following people should be notified immediately:
  - 1) Event Director
  - 2) Event Business Manager
  - 3) Event Program Director

The above people are listed in order of priority regarding who to contact when a lost camper situation occurs. The notified person will assume the responsibility of Search Coordinator.

The Search Coordinator will have the bell rung to gather the campers and staff. The Search Coordinator will calmly explain the concern and gather any relevant information.

Note: A primary concern in any search is for the searchers to remain calm and have a positive mental attitude. These two things go hand in hand and are crucial to the success of a search.

If it is apparent that the camper has left the ELCRC and the camper is a minor whose family is not present at the ELCRC, the Sheriff's Dept. will be notified (see section V.A.3.c).

2. The Event's Medical Coordinator (MC, see Policy/Procedure # 5) and a staff member who is certified in First Aid (FAS) should be notified and should prepare for emergency first aid.
3. The Search Coordinator will organize a search with available staff and other volunteers. One FAS should not participate in the search, but rather remain at the Health Center.

The search coordinator will remain at Andrews Hall at all times.

Searchers should be organized in teams of two or more persons.

- a. General search of the ELCRC - a quick search of all buildings and all program areas. Search area assignments will be made by the Search Coordinator. One search pair should be assigned to drive up and down the camp entrance road and county road 102. After 15 minutes, the general search will be concluded and all

searchers will return to Andrews Hall for further instructions. If the camper has not been found a detailed search will be done.

- b. Detailed Search - This search will last 30 minutes. After 30 minutes have elapsed all searchers will return to the to Andrews Hall.
- c. If the camper has not been found at this time, the Sheriff will be notified by the Search Coordinator. If the camper's family is not present at the ELCRC, the Search Coordinator will call them to inform them and to see if contact has been made.

Upon arrival of Sheriff Dept. personnel, the Search Coordinator will brief them on the progress of the search, physical description of the camper and the circumstances concerning the lost camper. Upon completion of this briefing the Search Coordinator will turn over control of the search to the Sheriff's Dept.

- d. In the event of darkness setting in at any time during the detailed search, the Search Coordinator will cancel the search, notify the Sheriff's Dept. and follow the procedures outlined in c, above.
4. In the event that the camper is found requiring first aid, the first aid should be administered and one of the searchers should go for help. If the camper is unhurt, he/she should be returned to Andrews Hall and the Search Coordinator and MC notified immediately.

The Search Coordinator will cancel the search and notify other searchers (through repeated ringing the bell). The First Aid person will examine the camper and provide treatment as appropriate.