

# EMERGENCY PROCEDURES

- Check your cell phone to determine if you have reception
- Review the camp map in your bluebook and camper manual to determine your location

## Fire

- Evacuate the area
- Assist those with disabilities
- Account for all individuals
- Call 911 1<sup>st</sup>, then contact camp administration
- Meet at designated assembly area
- North Camp – Dining Hall
- South Camp – Ed Center
- Dining Hall Fire – North Camp to Golf Range
- Ed Center Fire – South Camp to Archery Range

## Severe Weather/Tornado

- Alarm will sound in North & South Camp
- Proceed to **Lower Level** of closest building
- Ed Center**  
**Dining Hall**  
**Nature Center**
- In any other building, stay away from windows and move to interior
- All clear will be given by staff

## Lost Camper

- Check your cabin
- Contact **ANY** staff member
- Admin will get details and provide direction for staff and for you
- Remain in designated location so we can update you.

## After Hours Emergency

### North Camp:

James 734 476-6066 (Brown House)  
Julia 989 854-3394 (Nature Apt)

### South Camp:

Mitch 248 939-6910 (Grey House)

### Log Cabin / Lake Cottage

Mitch 248 939-6910 (Grey House)

## 911 Calls

Life threatening situation  
Our Location:

03006 Camp Sherwood Road  
Boyne City MI 49712

Contact Admin after calling 911

Mitch 248 939-6910 (Grey House)  
James 734 476-6066 (Brown House)  
Julia 989 854-3394 (Nature Apt)

## Medical Emergency

- If trained, administer 1<sup>st</sup> aid/CPR/AED as appropriate
- If not trained, stay clear, offer other assistance
- Call 911 then Camp Admin

### AED Locations

Swimming (N wall covered area)  
North Laundry (On porch)  
Riding (under covered area)

## Explosion

- Evacuate the area
- Assist those with disabilities
- Account for all individuals
- Call 911 1<sup>st</sup>, then contact camp administration
- Meet at designated assembly area
- North Camp – Dining Hall
- South Camp – Ed Center
- Dining Hall Explosion: North Camp to Golf Range
- Ed Center Explosion: South Camp to Archery Range

## Hazardous Materials

- Evacuate the area
- Assist those with disabilities
- Account for all individuals
- Call 911 1<sup>st</sup>, then contact camp administration
- Meet at designated assembly area
- North Camp : Dining Hall
- South Camp : Ed Center
- Dining Hall Spill: North Camp to Golf Range
- Ed Center Spill: South Camp to Archery Range

## Stay Clear

- Always report unusual or suspicious information to camp administration
- Remain in a locked building
- Open doors only for camp staff
- Do not touch or disturb unknown/suspicious objects
- Exit buildings only when given all clear by camp administration

### Directions to Local Medical Care:

**24 hours: Northern Michigan Hospital**—416 Connable, Petoskey (231-487-4520): From the camp gate, bear left 1 mile down Camp Sherwood Rd, then turn right onto Camp Daggett Road. Take Camp Daggett Road until it ends at US 31. Turn Right, and head north on US 31. At the first stoplight in Petoskey, follow US 31 by turning left. NMH will be on your left within a quarter mile. Follow the signs to the Emergency Room.

**Urgent Care Clinic**—1890 US 131 South, Petoskey (231-487-2000): M-F 8 AM – 6 PM, Sat & Sun 9 AM – 3 PM  
From the camp gate, bear left 1 mile down Camp Sherwood Rd, then turn right onto Camp Daggett Road. Take Camp Daggett Road until it ends at US 31. Turn Right, and head north on US 31. At the first stoplight in Petoskey, turn right onto US 131 South and go 2 miles. Urgent Care will be on the right

**Quick Care Clinic** (Boyne) - 116 W Mitchell, Petoskey (231-348-2828) M-F 8 AM – 6 PM, Sat/Sun 9 AM – 4 PM  
At gate, bear left 1 mile on Camp Sherwood Rd; turn right onto Camp Daggett Rd for ~5 miles to US 31. Turn Right (North) on US 31, Left at first stoplight in Petoskey, following US 31. Quick Care is .5 miles on the left.