

Emergency Action Plan – Queen’s University Residences



This Emergency Action Plan (EAP) is meant to provide a brief overview of how emergencies can and will be handled during the Special Olympics Ontario 2023 School Championships in Kingston.

Emergencies during the day will be handled differently than emergencies in the evening or night. Please note that regardless of when an emergency occurs or what its nature is, you should always inform a Special Olympics Ontario (SOO) staff member, and/or dial 9-1-1 from your personal cell phone.

This EAP is focused on Queen’s University residences for athletes, coaches, volunteers, and staff. The four residences are:

- 1. Endaayaan-Tkanónsote**
- 2. Watts Hall**
- 3. Brant House**
- 4. David C. Smith House.**

Important SOO Contact Information

- Johnny Byrne: 343-597-8715
- Sheryl Heustis: 705-257-8616

Residence #1: Endaayaan-Tkanónsote

Evacuation Meeting Location

If an emergency requires the Endaayaan-Tkanónsote Residence to be evacuated, SOO staff and Queen’s Campus Security will help ensure all personnel are evacuated quickly and safely from their rooms to the *outside*.

Special Olympics Staff in Endaayaan-Tkanónsote

- Johnny Byrne – Room #300
- Jayden Miller-Boothe – Room #400
- DJ Brown – Room #500

Residence #2: Watts Hall

Evacuation Meeting Location

If an emergency requires Watts Hall to be evacuated, SOO staff and Queen’s Campus Security will help ensure all personnel are evacuated quickly and safely from their rooms to the outside.

Special Olympics Staff in Watts Hall

- Micheal Chung – Room #123
- Jeff Charlesworth – Room #227
- Juliane – Room #341

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Residence #3: Brant House

Evacuation Meeting Location

If an emergency requires Brant House to be evacuated, SOO staff and Queen’s Campus Security will help ensure all personnel are evacuated quickly and safely from their rooms to the outside.

Special Olympics Staff in Brant House

- Sheryl Huestis – Room #252
- Hayley Plante – Room #552

Residence #4: David C. Smith House

Evacuation Meeting Location

If an emergency requires David C. Smith House to be evacuated, SOO staff and Queen’s Campus Security will help ensure all personnel are evacuated quickly and safely from their rooms to the outside.

Special Olympics Staff in David C. Smith House

- Dondre Wright – Room #324
- Hellaina Rothenburg – Room #418

Emergencies in a Queen’s University Residence

In the event there is an emergency on campus at night, once athletes, volunteers, coaches, and staff have retired to their rooms, it is extremely important that an SOO Staff member is notified immediately. The SOO staff member will be the point of contact in case of an emergency. Please reference this EAP for a list of SOO staff members being housed in your residence.

Nearest Hospital

Kingston General Hospital (on the Queen’s Campus)

- Located at 76 Stuart St, Kingston, ON K7L 2V7
- 613-548-3232

In the event an athlete is injured and must go to the hospital, it will be the responsibility of teachers, coaches, and SOO Staff to determine if an ambulance needs to be called depending on the severity of the injury.

Minor bumps, bruises, cuts, twists, and sprains can be handled onsite. More serious athlete injuries such as loss of consciousness, broken bones, deep lacerations, dislocations etc. should be assessed by first response volunteers, coaches, and SOO staff member. If an ambulance is called or an athlete is being taken to the hospital by a coach, an SOO staff member **MUST BE** informed immediately.