

Emergency Procedures

The safety of all team members is the highest priority. In the event of an emergency, students should remain calm, notify a mentor or team leader immediately, and follow established safety procedures. No student should attempt to handle a serious emergency alone.

Reporting an Emergency

If an injury, fire, or other emergency occurs:

1. Stop all work immediately.
2. Turn off and unplug any operating machinery if it is safe to do so.
3. Alert nearby students and mentors.
4. Contact a mentor, teacher, or designated safety captain.
5. Follow instructions from supervising adults and emergency personnel.

Medical Emergencies

For serious injuries:

- Do not move the injured person unless they are in immediate danger.
- Notify a mentor or teacher immediately.
- Call emergency services if necessary.
- Keep the area clear to provide space for responders.
- Remain with the injured person until help arrives.

For minor injuries:

- Report the injury to a mentor or safety captain.
- Use the first aid kit as directed by an adult.
- Even small cuts or burns should be cleaned and treated promptly.

Fire Emergencies

If a fire occurs:

- Alert everyone in the shop immediately.
- Activate the building fire alarm if necessary.
- Evacuate the area using designated exits.
- Do not attempt to fight a fire unless you have been trained and it is safe to do so.
- Move to the designated meeting location outside the building.

- Do not re-enter the building until authorized by emergency personnel.

Battery Emergencies

Robot batteries contain significant stored energy and can become dangerous if damaged.

- If a battery is smoking, leaking, or overheating, notify a mentor immediately.
- Keep people away from the battery.
- Use appropriate battery handling procedures and approved fire suppression methods if trained to do so.
- Do not touch damaged batteries without proper protection.

Chemical Spills

If lubricants, adhesives, cleaning products, or other chemicals spill:

- Notify a mentor immediately.
- Keep students away from the affected area.
- Follow the instructions for the specific material if available.
- Clean the spill only if authorized and properly equipped.

Evacuation Procedures

When instructed to evacuate:

- Stop work immediately.
- Turn off equipment if it is safe to do so.
- Leave tools and materials behind.
- Walk calmly to the nearest exit.
- Proceed to the designated meeting location.
- Remain with the team until attendance has been taken.

Emergency Equipment Locations

All team members should know the locations of:

- First aid kits
- Fire extinguishers
- Emergency exits
- Eye wash stations (if available)
- Emergency contact information

After an Incident

Any injury, near miss, equipment failure, or unsafe condition should be reported to a mentor or safety captain. Reporting incidents helps the team improve safety procedures and prevent future accidents.

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