



# PREPAREDNESS PLAN FOR TEMPORARY STRUCTURES

Weather and other hazards contingency plan for tents

## **Purpose**

To provide guidelines for those campuses that use temporary structures (Tents) for special events, temporary classroom or general gathering.

The use of temporary structures for possible classrooms or study areas for students has been discussed by many campuses. These sites can offer the student a safe location and support any social distancing required due to COVID-19.

When a temporary structure is used, it must follow strict safety guidelines and have an emergency plan for possible extreme weather.

Extreme weather is described as, high winds, thunderstorm, lightning strikes, hail, heavy rainfall.

## **Protection**

The number one goal of any plan is the safety of our students, faculty and staff. Understanding the Weather Alert System will help provide an early warning on when to evacuate the temporary structure.

The National Weather Service provides a storm watch and warning information to the public. This is monitored by PSU and will use them to alert the campus via PSUAlert

With the use of a temporary structure it is highly recommended that a person be assigned as a weather monitor. They will review the weather forecast to ensure that the area can be used that day and monitor any changes in the weather that would close the temporary structure for use.

## **Watch vs Warning**

A storm watch is the possibility of a storm (high winds, thunder etc) impacting your area. A warning is that a storm will be impacting your area.

Lightning: What you need to know

- No place outside is safe when thunderstorms are in the area
- If you hear thunder, lightning is close enough to strike you
- When you hear thunder, IMMEDIATELY move to safe shelter, a substantial building, or a vehicle with a metal roof and windows up.
- Stay in place 30 min after you stop hearing thunder

In both a Watch and a Warning, a temporary structure is not the ideal location. Once a Watch or Warning is issued the temporary site should begin their securing procedures.

- Advising students of the shelter location designated for their area.
- Securing all electronics, shutting down and unplugging computers
- Securing any tent flaps

## **Other hazards**

A tent is not likely to be a safe place in the event of other hazards. Students and employees will receive notice on what actions to take through the PSU Alert emergency notification system. When using an outdoor space for events that will have people that will not receive the PSU Alert, such as commencement ceremonies. It will be important to communicate the desired action to the audience. This can be done through the public address system or other means if there is no public address system.

## **Establish a communication plan**

The Weather Sentry App is the official weather app used by Penn State Athletics. Staff will use that to track weather conditions and lightning radius.

Practice Day: Weather will be monitored by Athletic Trainers from each institution. Penn State's Athletic Trainer, Mike Gay (814-777-1437, [mrg201@psu.edu](mailto:mrg201@psu.edu)), will take the lead on this.

Meet Day: Weather will be monitored by Director of Events, Leslie Meyer (814-321-3139, [lam5127@psu.edu](mailto:lam5127@psu.edu)).

We will use the Penn State Golf Courses alert system to notify people on the cross country course. That will be handled by Joe Hughes ([jd174@psu.edu](mailto:jd174@psu.edu)). We will also use our speaker system and a PA Announcer will notify everyone near the start/finish lines.

Red Alert: One long siren blast – Conditions have been measured that lightning could occur within the radius limits. Cease all activities and seek appropriately grounded shelter immediately.

All Clear: Three short siren blasts – Conditions have been measured that it is safe from the threat of lightning. Resume all activities.

## **Evacuation**

- Runners should proceed to the designated evacuation areas based on where they are on the course.
- Facility staff with vans will assist with bringing players to the start/finish areas from the on-course shelters, if necessary.
- Teams should designate a specific location (Rec Hall/Team Van/Bus) so coaches can check for missing runners in the event of a course evacuation.
- Coaches should notify championship staff of missing runners and last known location on the course.

- On course shelters are located at: Blue Course #5 Tee, #6 Tee, #12 Green, #16 Green and the Walker Clubhouse.
- Spectators will be instructed to shelter in their vehicles in the West Parking Deck or the nearest campus building (Rec Hall, IST, etc.).

## EVACUATION PLAN



### Penn State Golf Courses Blue Course



HOLE	PAR	TEE	FAIRWAY	GREEN
1	4	Walker Clubhouse	Walker Clubhouse	Walker Clubhouse
2	4	Walker Clubhouse	Walker Clubhouse	Walker Clubhouse
3	4	Walker Clubhouse	Shelter #5	Shelter #5
4	3	Shelter #5	Shelter #5	Shelter #5
5	5	Shelter #5	Shelter #5 or #6	Shelter #6
6	4	Shelter #6	Shelter #5 or #6	Shelter #5
7	4	Shelter #5	Shelter #5	Shelter #5
8	3	Shelter #5	Shelter #5	Walker Clubhouse
9	5	Walker Clubhouse	Walker Clubhouse	Walker Clubhouse
10	4	Walker Clubhouse	Walker Clubhouse	Walker Clubhouse
11	4	Walker Clubhouse	Walker Clubhouse	Shelter #6
12	5	Shelter #6	Shelter #6 or #12	#Shelter #12
13	4	Shelter #12	Shelter #12 or Walker Clubhouse	Walker Clubhouse
14	3	Walker Clubhouse	Walker Clubhouse	Walker Clubhouse
15	4	Walker Clubhouse	Shelter #12	Shelter #12
16	4	Shelter #12	Shelter #16	Shelter #16
17	3	Shelter #16	Shelter #16	Shelter #16
18	5	Walker Clubhouse	Walker Clubhouse	Walker Clubhouse

## **Return to site**

Once the weather threat has passed and it has been cleared by the weather monitor you may reopen the site.

## **Things you will need to know or have in place**

- Location must have a clear, unobstructed path to a permanent structure
- If tents are open on all sides, it is not necessary to post routes of evacuation
- If tents are not open sided they need an evacuation route and it should be posted
- Like regular structures a BEEP leader should be identified. If no leader is identified each staff member responsible during the operation of the structure shall have full knowledge of the evacuation plan
- Know the size maximum allowed in the tent and plan accordingly to your shelter / evacuation location.
- Identify the weather monitor, you will need to designate someone to watch the weather reports to ensure the safety of those in the tent
- List shut down procedures inside the tent, the instructor or monitor will be responsible to ensure any electronic equipment is shut down and secure prior to leaving.
- Note: lightning generates electrical surges that can damage electronic equipment, typical surge protectors will not protect equipment from a lightning strike. If possible secure equipment prior to thunderstorm by unplugging equipment.

Know the safety requirements for a temporary site,

- Number of fire extinguishers, - information from OPP/EHS
- How many exits based on the square footage of the tent (if open sided does not apply)
- Exits are not blocked in anyway (tables/chairs/equipment)
- What are the lighting requirements? contact OPP
- Can you have portable heaters or fans – contact OPP
- First aid kits, AED – Contact OPP/EHS
- Number of occupants allowed OPP/EHS