

Emergency Action Plan For Joel Barlow High School Athletics Program



In case of an emergency, personnel responsibilities, locations of emergency equipment, and other emergency information such as 911 call instructions, addresses/directions to the venue, and a chain of command with important phone numbers have been listed here.

Phone Numbers

Emergencies..... 911

Redding Police (non-emergency) 203-938-3400

Joel Barlow H.S. (main office)..... 203-938-2508

Joel Barlow H.S Athletic Office (Cheri Scull).... 203-938-2508 (x1529)

Michael Santangeli, Athletic Administrator 203-938-2508 (x1507)

(Cell)... 203-300-4707

Monique Brown, Athletic Trainer.....203-938-2508 (x1582)

(Cell)... 203-942-9138

Emma Traggianese, Athletic Trainer.....203-938-2508 (x1584)

(Cell)...203-260-3740

Rob Tynan, Assistant Athletic Director (W&S)... 203-938-2508 (x1570)

(Cell)... 203-258-2380

Steve Antal, Assistant Athletic Director (F)..... 203-512-0114

Information to be provided over the phone in case of emergency:

1. Name and phone number you are calling from
2. Exact location of emergency and directions (street names, buildings, landmarks, entry into building, specific areas, etc.)
3. Type of injury or illness
4. Condition of patient(s) and type of aid being provided
5. Number of people injured
6. Other information as requested and be the last one to hang up

EMERGENCY ACTION PLAN FOR ATHLETICS

OVERVIEW

Introduction

Emergency situations may arise at any time during athletic events. Expedient action must be taken in order to provide the best possible care to the student athlete. The development and implementation of an emergency action plan will help ensure that the best care will be provided.

As emergencies may occur at any time and during any activity, all school activities personnel must be prepared. Athletic organizations have a duty to develop an emergency action plan that may be implemented immediately when necessary and provide appropriate standards of emergency care to all sports participants. This preparation involves formulation of an emergency action plan, proper coverage of events, maintenance of appropriate emergency equipment and supplies, utilization of appropriate emergency medical personnel, and continuing education in the area of emergency medicine and planning. Through careful pre-participation physical screenings, adequate medical coverage, safe practice and training techniques and other safety avenues, some potential emergencies may be averted. However, accidents and injuries are inherent with sports participation, and proper preparation on the part of the sports medicine team should enable each emergency situation to be managed appropriately and efficiently.

**Emergency Action Plan: Facilities include: Outdoor
(Fields A-J, Cross Country Loop, Tennis Courts, Adventure
Course), Indoor (Upper and Lower Gyms, Weight Room)**

In-Season Athletics:

Emergency Personnel: JBHS certified Athletic Trainer on site for practice and competition; additional medical staff may be required for specific sports. Certification in cardiopulmonary resuscitation (CPR), first aid, automated external defibrillator (AED), emergency action plan review, and prevention of disease transmission, and emergency plan review is required for all athletics personnel associated with practices, competitions, skills instructions, and strength and conditioning [including: athletic director, school nurse, certified athletic trainer, all coaches, etc.]. Copies of training certificates and/or cards should be maintained with the athletic director. **All coaches are required to have CPR, First Aid, AED, and concussion management training certifications.**

Emergency Communication: JBHS certified Athletic Trainer carries portable radio in contact with coaches, athletic office, security (on different channel) and emergency personnel.

Emergency Equipment: Supplies maintained by certified athletic trainer (Med Kit, Ice chest) must be present at practices and games.

Role of First Responders

1. Immediate care of the injured or ill student-athlete
 - a. Evaluate the athlete on the field or bench
 - b. Determine the seriousness of the injury
 - c. **An athlete with any of the following symptoms needs IMMEDIATE medical care (CALL 911)**
 - Deformity of a limb
 - Extreme localized pain
 - Injuries to the spinal column, especially when numbness or tingling is present
 - Altered level of consciousness, including disorientation, dizziness, drowsiness, memory loss, unconsciousness, or seizure. (This may or MAY NOT be related to a head injury)
 - Repeated vomiting or diarrhea
 - Unequal pupil size or fluid leaking from ears or nose (severe concussion symptoms)
 - Severe bleeding
 - Difficulty or breathing irregular. If an athlete has asthma, have him/her use this/her inhaler
 - An eye injury that impairs vision.
 - Chest pain

WHEN IN DOUBT, PLAY IT SAFE AND CALL FOR HELP

- d. **Do not** attempt to load or transport the athlete until medical assistance arrives
2. Activation of emergency medical system (EMS) Call 911
Make sure the person is ready to relay the following information to the 911 dispatcher: (A site-specific script should be kept in the first aid kit)
 - Location the caller is calling from and the telephone number
 - Location of the site where the athlete is injured
 - Directions to the site (which doors or side of the field to enter)
 - General information of the nature to the injury (i.e. head injury, spinal injury, etc.) and care currently being administered
 - **DO NOT HANG UP UNTIL THE DISPATCHER HANGS UP**
 - Return to the accident scene after the call is completed
3. Emergency equipment retrieval

4. Direct EMS to scene

- a. Designate someone (assistant coach, player) to open appropriate gates
- b. Do not move the injured athlete unless their life is threatened by leaving them where they are
- c. Designate individual to "flag down" EMS and direct them to scene
- d. Scene control: limit scene to first aid providers and move bystanders away from area
- e. Designate person to call parents or emergency contact person
- f. Designate person to help keep team and crowd calm. Avoid alarming or negative statements about the injury

**** ALWAYS STAY CALM**

Do not let an athlete return to play or practice after an injury until he/she has been evaluated and cleared to return by a qualified health care professional (physician, athletic trainer, etc.).

Clearance to return to athletic participation should be in writing or through direct verbal contact with the athletic trainer.

***In the event that a certified athletic trainer is not available, the COACH will assume the role of the first responder and initiate EMS.**

Always have THE EMERGENCY MEDICAL FORMS ACCESSABLE.

Injury Management

- A. If the athletic trainer (AT) is at the field at the time of the injury the AT will evaluate and treat the injury. The coach will contact the athlete's parents.
- B. If the injury is life threatening, the AT will provide first aid while the coach contacts 911 and activates EMS. The coach will also contact the athlete's parents and the athletic director (AD) who will then contact the building principal.
 - 1. The coach will then assist the AT with first aid as needed
 - 2. The AD/Site Manager will serve as crowd control if necessary. They will also ensure that EMS can access the site. If the AD/Site Manager is not present, a coach will perform this function.
- C. If the AT is not at the field the coach will contact the AT and provide first aid as able until the AT arrives.
 - 1. If the AT is not present at the field and the injury is apparently life threatening (i.e. unconscious athlete, seizure, severe respiratory distress, spinal injury) the coach will call 911 and activate EMS while an assistant coach or responsible student summons the AT and AD.
 - 2. In cases of sudden cardiac arrest the coach will activate EMS and initiate CPR including AED if available while an assistant coach or responsible student summons the AT.
- D. If no AT is available, the coach will provide first aid for all injuries as able. In the event of severe or life threatening injuries the coach will activate EMS and provide first aid as able. The coach, or an assistant coach, will contact the AD and the athlete's parents. In the event of sudden cardiac arrest the coach will initiate CPR and will send an assistant coach or a responsible athlete to retrieve the AED if there is not one already at the field.
- E. After an injury the coach, AT, and AD will ensure that the appropriate report is filled out and filed with the school. They will also follow up with the athlete or the athlete's parents to ascertain how the athlete is progressing.

Environmental Conditions

A. Heat Illness

1. In hot weather coaches should arrange practice schedules to allow for gradual heat acclimatization
2. In hot weather, practices should be modified to decrease duration and intensity
3. Cold water will be provided freely during practices and games not just during designated breaks
4. Athletes showing signs and symptoms of heat illness shall be immediately removed from participation
5. If heat stroke is suspected (altered mental status, vomiting, loss of consciousness) Coach should call ATC to begin cold water emersion and activate EMS.

B. Cold Injury

1. Any athlete suspected of Hypothermia or Frostbite should be removed from the cold immediately. They should be escorted indoors by a coach, ATC, or another athlete.
2. Once indoors the ATC will evaluate the cold injury and determine the course of action.

C. Lightning

1. Coaches should be alert to the sound of thunder or the flash of lightning. They should check weather reports before practices and games especially if storms are predicted.

2. In the event that lightning or thunder is seen or heard then all participants shall move to a secure enclosed area. Safe locations include fully enclosed buildings with plumbing and electric and fully enclosed vehicles. (Spectators should be directed towards their vehicles, the visiting team might need to board the bus if possible)

3. If the Athletic Trainer is available he or she will monitor lightning and storms. The Athletic Trainer will then let the teams know when to clear fields and take shelter. The fields and courts should be cleared when lightning is 10 miles away as per NCAA regulations

4. Participation cannot resume until 30 minutes after the last flash of lightning is seen.

5. In the event there is a lightning related injury, EMS shall be activated. If the athlete is conscious and is able to be moved, they shall be moved to a safe location immediately. If they cannot be moved, the coach shall begin administering first aid and summon the ATC if they are not already onsite.

D. Procedures for Various Sport Locations at Joel Barlow High School

1. Indoors: Upper Gym, Lower Gym, and Weight Room

In case of emergency a cell phone will be used to call 911. Either the ATC/Coach will call or assign someone to call 911. Emergency Personnel should be directed to use main entrance (Barlow Dr.). A person will be assigned to meet the emergency personnel at the main entrance to the school.

2. Field A

In case of emergency a cell phone will be used to call 911. Either the ATC/Coach will call or assign someone to call 911. Emergency Personnel should be directed to use Barlow Drive entrance. A person will be assigned to meet the Emergency Personnel at the gate to Field A.

3. Fields B, C, D, Tennis Courts, Cross Country and Adventure Course

In case of emergency a cell phone will be used to call 911. Either the ATC/Coach will call or assign someone to call 911. Emergency Personnel should be directed to use Barlow Drive entrance, and directed to the gate in the bus loop leading to the path. A person shall be assigned to meet emergency personnel at the gate and assist them to the field or court where they are needed.

4. Field E (softball/JV Soccer/Field Hockey)

In case of emergency a cell phone will be used to call 911. Either the ATC/Coach will call or assign someone to call 911. Emergency Personnel should be instructed to use Turney Road entrance. They should be directed to the gate on the right side of the road just past the stop sign before junior lot. A person shall be assigned to meet emergency personnel at the gate and direct them to where they are needed.

5. Field G (baseball)

In case of emergency a cell phone will be used to call 911. Either the ATC/Coach will call or assign someone to call 911. Emergency personnel should be instructed to use the Turney Road entrance and head all the way down to the first gate before the stadium and track. The coach or Athletic Trainer shall assign someone to meet the emergency personnel at the gate and direct them where they are needed.

6. Stadium/Track

In case of emergency a cell phone will be used to call 911. Either the ATC/Coach will call or assign someone to call 911. Emergency personnel should be instructed to use

the Turney Road entrance and head all the way down to the stadium and track parking lot. The coach or Athletic Trainer shall assign someone to meet emergency personnel at the gate that opens up the stadium field and direct them to where they are needed.

7. Field J

In case of emergency a cell phone will be used to call 911. Either the ATC/Coach will call or assign someone to call 911. Emergency personnel should be directed to use the Turney Road entrance and head all the way down to the stadium parking lot. The coach or Athletic Trainer shall assign someone to meet them at the gate to field J; they should be directed down the dirt path to J and wherever they are needed.

Offsite Facilities

All offsite facilities should follow the emergency action plan for that specific venue. All coaches should have their med kit and ice chest for offsite events and practices.

At off campus venues the coach will be responsible for handling first aid situations. Any life threatening emergencies and the coach will activate EMS and follow the protocols for that venue.