

**EMERGENCY ACTION PLAN**  
**Grace Christian Academy Tennis Courts**  
**Tennis Matches and Practices**

**In the event of an emergency at the GCA Tennis Courts, the following procedures should be followed.**

**Emergency Personnel:** Certified Athletic Trainers, Emergency Service Personnel, Coaching Staff, Physicians, Student-Athletes and Other Personnel will either be on-site, accessible or available by emergency transport for all practices, workouts and competitions

**Communication:** All EAP Affiliates should have cellular telephones with the following numbers in the event of an emergency

- a) (911)-Rotational Knox County Dispatch
  - (1) Information provided to EMS
    - (a) Name, address, phone number of telephone caller
    - (b) Number of victims; condition of victims
    - (c) First-aid treatment initiated
    - (d) Specific directions as needed to locate scene (below)
    - (e) Other information as requested by dispatcher

**Rules**

- a) All affiliated, trained and oriented personnel should assist in the emergency action plan
- b) Parents should be contacted by sports medicine staff
  - i) Contact names and numbers are located in the pre-participation physical files on Arbiter Sports
- c) Inform coach(s) and administration in the event that this becomes a catastrophic injury
- d) Obtain medical history and insurance information
  - i) Located in pre-participation physical files on Arbiter Sports
- e) Appropriate injury reports should be completed following the incident and placed in the injury report box

**Emergency Equipment & Locations**

- a) EMS: In the event of an emergency, EMS should be activated by dialing 911, with a member of the coaching staff or a student manager meeting the ambulance in the parking lot outside the fieldhouse
- b) Airway Adjuncts: CPR Masks will be available for use either on the person of the athletic training staff or in the medical kits
- c) AED: Located in Football concession stand and Weight Room
- d) Vacuum Splints: 1 set of vacuum splints will be located in the Athletic Training Room in Coffey Fieldhouse
- e) Communication Devices: Cellular telephones will be used to communicate emergency situations.
- f) Transportation Devices: Crutches should be available on site for each practice/competition
- g) OSHA Supplies: Standard OSHA blood borne pathogen protection devices will be located in the black kit

**Roles of First Responders**

- a) 1<sup>st</sup> person-Immediate care of injured or ill athlete
- b) 2<sup>nd</sup> person -retrieve emergency equipment
- c) 3<sup>rd</sup> person-Activation of emergency medical system (EMS)
  - i) Provide dispatcher with your name and role, address, telephone number, number of individuals injured, condition of injured, any treatment given, specific directions, other info requested.
- d) Direction of EMS to scene (4<sup>th</sup> Person) -Will meet in fieldhouse parking lot
  - (a) open appropriate gates
  - (b) designate individual to “flag down” EMS and direct to scene

- (c) limit scene to first aid providers and move bystanders away from area (5<sup>th</sup> Persons/s)

**Transport Instructions:** All student-athletes involved in an emergency situation should be transported by professional ground transportation. Any alternate plan should be decided by the providing physician. An alternate transport such as airlift, car, van should be the decision of the care providing individuals and coordinated for the circumstances

**Venue Directions**

- a) Grace Christian Academy Address:
  - i) 5914 Beaver Ridge Road  
Knoxville, TN 37931
  - ii) Field is located behind GCA

**Emergency Numbers:**

- a) Sarah Brooks 865-850-8853 cell (Athletic Trainer) sarah.brooks@gcarams.org
- b) Dr. Sean Grace 865-805-0875 cell (Team Physician Tennessee Orthopaedic)