



# **BAYLESS HIGH SCHOOL**

## **EMERGENCY ACTION PLAN**



### **Goal Statement:**

- The purpose of this Emergency Action Plan (EAP) is to guide athletic personnel, emergency medical services, and the St. Louis County Police in responding to emergency situations when they occur.
- It is essential that the Athletic Department has a developed emergency plan that identifies the role of each member of the emergency response team, emergency communications, the necessary emergency equipment/transportation, lightning protocol, and campus directions for each sporting venue.

### **Achievement Strategy #1: Emergency Personnel**

- Athletic trainers are employed to provide leadership in the health care of the student-athlete including the emergency management of injuries/illnesses during athletic participation under the direction of the team physician.
  - ◆ The athletic trainer is on-site for all home events.
  - ◆ In the case of multiple events, the athletic trainer will be at the event with the greatest risk of injury and be available via radio or cell.

### **Resources:**

- ◆ Administrators and coaches should be trained in and maintain certification in CPR, basic first aid, and prevention of disease transmission (bloodborne pathogens).
  - There will be an administrator on duty at all home events.
- ◆ Annual review and update of the EAP will be conducted with athletic personnel and administration so that each member of the team is aware of their respective roles in the event of an emergency.
- ◆ The following rules are included in the EAP:
  - Immediate roles of injured/ill athlete(s)
  - Retrieval of emergency equipment
  - Activation of Emergency Medical Systems (EMS)
  - Directing EMS to the scene
- ◆ There shall be at least one trained individual at all practices, competitive events, conditioning, and skill sessions.
  - Individuals include the athletic trainer, coaches, and administration present for game management.
- ◆ Appropriate emergency first aid steps must be taken in accordance with the level of training each member of the emergency care team has received through training and certification.
- ◆ Appropriate emergency equipment must be retrieved from the designated area at the athletic venue and brought to the scene by a member of the emergency care team.

## **Achievement Strategy #2: Emergency Communication**

→ It is imperative for all staff to understand emergency communications protocol both on and off the Bayless High School Campus.

### **Resources:**

- ◆ A portable two-way radio, cell phone, or landline should be available at each venue to contact administration or EMS in the event of a life-threatening or catastrophic injury.
- ◆ If the athletic trainer is not present at the scene, they should be called by radio or cell phone or have an athlete go to the Athletic Office and have them contact the athletic trainer.
- ◆ If the injury/illness occurs outside of campus, the head coach should call the athletic trainer or administrator and indicate that they have a serious injury and are activating EMS.
- ◆ The athletic trainer or coach will contact the administrator on duty by two-way radio, cell phone, or landline and request the activation of EMS.
- ◆ If possible, only the administrator on duty is to call EMS (911), this will prevent multiple calls.
  - If administrator is not available, then hierarchy for 911 call will be as follows:
    - Coach
    - Parents
    - Other Personnel
- ◆ When activating EMS, remain calm, fully describe the emergency, and identify the location.
  - Identify yourself and your role in the emergency
  - Specify your location and telephone number
  - Give name(s) of the injured or ill athlete(s)
  - Give condition of the injured or ill athlete(s)
  - Give the time of accident/injury
  - Describe care being given
  - Give specific directions to the location of emergency
  - Do not hang up until directed to do so by EMS
- ◆ After EMS is notified the administrator, coach, or athletic trainer shall notify the parents or guardians, if they are not in attendance.
- ◆ St. Louis County Police will first be dispatched to the location and may direct EMS to the scene.
- ◆ However, the administrator or an assistant coach should go to the appropriate location and assist in directing EMS.

## **Achievement Strategy #3: Emergency Equipment and Transportation**

- Appropriate medical equipment should be located at all practices and competitive events.
- Emergency transportation of an injured/ill student-athlete is provided by EMS which has been summoned by the administrator on duty, athletic trainer or coach.
- Head coach or one of the assistant coaches should trail EMS transportation to the hospital until parents/guardians arrive to complete the transfer.
- The parents or guardians will be contacted to give consent for transportation to an emergency facility.

### **Resources**

- ◆ Emergency equipment should include first aid supplies (bandages, gauze pads, disinfectant, tape, and pre-wrap) and supplies for the prevention of disease transmissions (bloodborne pathogens) such as gloves and disposal bags.
- ◆ Events where the athletic trainer is in attendance, an AED (automatic external defibrillator), air splints, an epi-pen, and crutches will be present.

- ◆ A coach should only transport an athlete to an emergency facility if EMS cannot respond in a timely manner, EMS cannot be reached due to the remoteness of the location, or the situation requires immediate transportation to an emergency facility.

#### **Achievement Strategy #4: EAP in the Event of Lightning**

→ Establish, maintain, and follow a protocol in events of lightning on the Bayless School District Campus.

##### **Resources:**

- ◆ The athletic trainer at the event will have a portable lightning monitor with his/her or utilize a lightning app on his/her smartphone. Athletic Director will also utilize a lightning app on a smartphone.
- ◆ The administrator on duty will monitor the weather radar to determine the likely direction the storm will take.
- ◆ When thunder is heard, scan the sky for lightning.
- ◆ If lightning is seen, advise the game official or coaches at practice.
- ◆ The athletes and coaches should be removed from the field and spectators from the stands.
- ◆ All participants should be relocated to the Bayless High School Gym for events located on Bayless Football/Soccer Field or to the Elementary Cafeteria for events held at Bayless Ballpark.
- ◆ For full lightning protocol list:
  - <http://www.mshsaa.org/resources/pdf/guidelinesLightning.pdf>
  - <https://www.nata.org/practice-patient-care/health-issues/lightning-safety>
  - [https://www.nfhs.org/media/1014153/guidelines\\_on\\_handling\\_practices\\_contests\\_during\\_lightning\\_thunder\\_disturbances\\_march\\_2018.pdf](https://www.nfhs.org/media/1014153/guidelines_on_handling_practices_contests_during_lightning_thunder_disturbances_march_2018.pdf)

#### **Achievement Strategy #5: Bayless High School Venue Directions**

→ Designed to provide EMS with specific directions to athletic facilities on the Bayless School District Campus.

##### **Resources:**

- ◆ **CONSTRUCTION ON JUNIOR HIGH SCHOOL: As of August of 2021, Bayless Junior High is adding onto the east side of the school. The entrance off of Hildesheim Avenue is not easily accessible. Ambulances/Fire Trucks/Emergency Vehicles must use West entrance on side of Bayless High School to have easier access to Bayless Track/Football Field/Indoor Gymnasium (The Barn).**
- ◆ **Auditorium**
  - The entrance to the Auditorium is located directly off Weber Road and is marked clearly.  
**NOTE:** There is an additional lane to be used for emergency vehicles.
- ◆ **Football/Soccer Field**
  - **CONSTRUCTION ON JUNIOR HIGH SCHOOL: As of August of 2021, Bayless Junior High is adding onto the east side of the school. The entrance off of Hildesheim Avenue is not easily accessible. Ambulances/Fire Trucks/Emergency Vehicles must use West entrance on side of Bayless High School to have easier access to Bayless Track/Football Field/Indoor Gymnasium (The Barn).**
  - Enter Junior High/High School Campus by turning right or left at the stoplight located at the intersection of Weber Rd. & Hildesheim Ave.
  - Continue to follow the road and you will turn right (south) to head down the hill toward the field.
  - Go through the gate and turn left to enter another gate.

- Enter the gate and proceed on to the track.
- Ambulance to the location of the ill/injured athlete.
- ◆ **Baseball/Softball Field**
  - Enter Elementary Campus by turning right (north) directly after proceeding through the stoplight located on Weber Road.
  - Continue to follow that road behind the Elementary School until you reach a cut.
  - Turn into the cut, located on the southern side of the field.
  - Enter the gate and proceed onto the field.
  - Ambulance to the location of the ill/injured athlete.
- ◆ **Tennis Practice at Willmore Park:**
  - Address: 7200 Hampton Avenue, corner of Gravois and Hampton
  - Students or parents drive themselves to practice at Willmore Park.
  - Coaches will have cell phones and direct contact with Athletic Trainer.
  - Minor injury: Call Athletic Trainer and make them aware of injury and pull player out of practice. Call Parents and make them aware of injury. Decision made whether to take player back to campus for athletic trainer assessment or not.
  - Major injury: Call 911, then let Bayless Athletic Trainer and Administration know of injury.
  - In case of inclement weather, seek shelter in bathrooms right across from tennis courts.
- ◆ **High School Gymnasium**
  - **CONSTRUCTION ON JUNIOR HIGH SCHOOL: As of August of 2021, Bayless Junior High is adding onto the east side of the school. The entrance off of Hildesheim Avenue is not easily accessible. Ambulances/Fire Trucks/Emergency Vehicles must use West entrance on side of Bayless High School to have easier access to Bayless Track/Football Field/Indoor Gymnasium (The Barn).**
  - Enter Junior High/High School Campus by turning right at the stoplight located at the intersection of Weber Rd. & Hildesheim Ave.
  - Continue to follow the road and you will run directly into the entrance to the gym. EMS vehicles will park in the turnaround area.
- ◆ **Junior High School Gymnasium**
  - **CONSTRUCTION ON JUNIOR HIGH SCHOOL: As of August of 2021, Bayless Junior High is adding onto the east side of the school. The entrance off of Hildesheim Avenue is not easily accessible. Ambulances/Fire Trucks/Emergency Vehicles must use West entrance on side of Bayless High School to have easier access to Bayless Track/Football Field/Indoor Gymnasium (The Barn).**
  - Entrance to Junior High Gymnasium is located directly off Weber Road and is the building with the large pillars directly in the front of the building. **NOTE:** There is an additional lane to be used for emergency vehicles.

### Assessment:

- Seasonal: Fall, Spring, Summer Goal Reflection
  - ◆ Evaluate and hold administrators and athletic trainer accountable for proper use of EAP
  - ◆ Make seasonal adjustments as needed
    - Provide positive/negative solutions to make EAP more successful
  - ◆ Provide additional training as needed
- Athletic Department evaluation of specific athletic programs use of EAP
  - ◆ Evaluate and hold head coaches accountable for proper use of EAP
  - ◆ Make program-specific adjustments as needed
    - Provide positive/negative solutions to make EAP more successful

- ◆ Provide additional training as needed
- Head coaches evaluate their assistants
  - ◆ Evaluate and hold assistant coaches accountable for proper use of EAP
  - ◆ Provide additional training as needed
- Retrain all administrators, athletic trainers, and coaches every year on proper EAP procedures.



Entry to BB/SB Field

Entry to Elem. Cafe

Alternate Entry to BB/SB Field

Hildesheim Ave

Entrance to BB/SB Field

Entries to Auditorium

Entries to JH Gym

Entrance to BHS Field and Gym

Weber Rd.

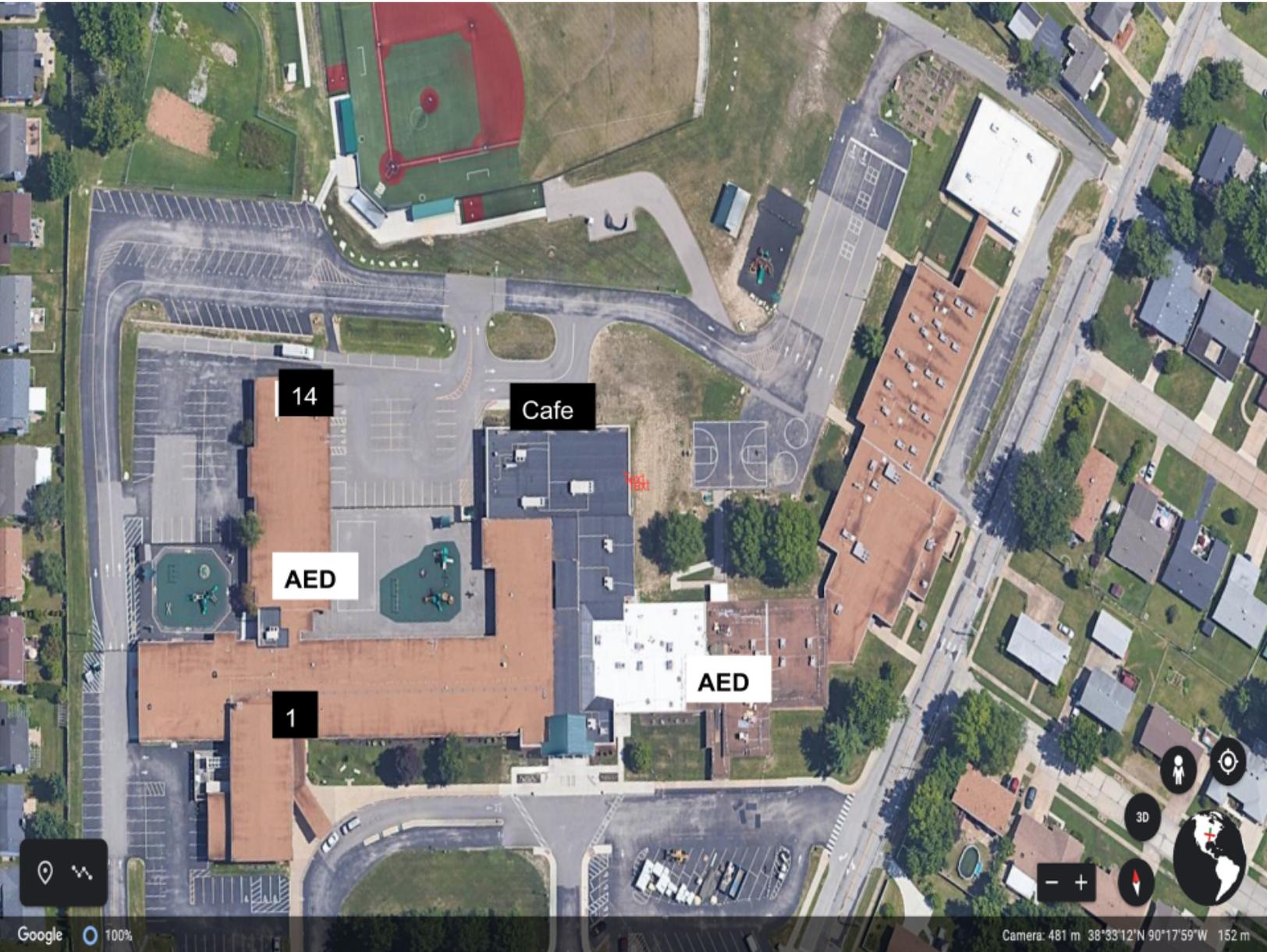
School

Bayless Junior High School

St. Louis County Library - Weber Road Branch

Entries to HS Gym

Entry to Field



14

Cafe

AED

1

AED



47  
46  
AED

44

50

39

53

54

58

AED

55

57

56