

# Bracken County High School Emergency Action Plan



## **EMERGENCY ACTION PLAN**

Bracken County High School has a written emergency plan that should be followed in the event of a medical emergency. All coaches should be familiar with this document and their role and responsibility in an emergency. Any questions should be directed to the Principal or their designee.

An emergency is the need for Emergency Medical Services (EMS) to give further medical attention and/or transport an athlete to the hospital. It is important in these situations that coordination between the coaches, administrators and student responders be effective. This guide is intended to delineate roles and outline the protocol to be followed should an emergency occur. Situations when 911 should be called automatically are:

- an athlete is not breathing
- an athlete has lost consciousness
- it is suspected that an athlete may have a neck or back injury
- an athlete has an open fracture (bone has punctured through the skin) - severe heat exhaustion or suspected heat stroke
- severe bleeding that cannot be stopped

### **Chain of Command:**

School Resource Officer  
Athletic Director  
Administrator  
Head Coach  
Assistant Coach  
Other Athletes

The highest person in the chain of command who is present at a scene will be the designated person in charge, or leader. That person is responsible for deciding whether or not to call 911, instructing others how they may be of help and will be the person who stays with the athlete until EMS arrives.

***Once it has been decided that EMS should be called, the following protocol should be followed:***

1. The highest person on the chain of command will be deemed the leader, and will stay with the athlete to monitor the athlete's condition and administer necessary first aid. If possible, someone else on the chain of command should also stay and assist. The front office or an administrator should be notified that there is an emergency situation on campus.
2. The highest person on the chain of command will make the call to EMS or will designate another person to make the call. (911 from a cell phone or pay phone, EMS should be told what the emergency is, the condition of the athlete and how to get to where the athlete is. Also, tell EMS that someone will meet them at the closest meeting point to aid in directing the ambulance. **DO NOT HANG UP UNTIL EMS HANGS UP FIRST.**
3. Phones at Bracken County High School are located in the main office, classrooms, and coach's offices.
4. The leader will send runners to all meeting points between where the athlete is located and Bracken County High School's venue-specific location to direct the ambulance to the athlete. The runners should stay in their positions and wave the ambulance through the proper turns to get to the athlete.
5. The leader will designate another person to attempt contact with the athlete's parents. **Emergency contact information can be found in Infinite Campus, Main Office, and with head coach** at all times. If a parent is not present, the form should accompany the athlete to the hospital.
6. If transport is deemed necessary by EMS, the athlete will be taken to Meadowview Regional Hospital Maysville, KY, unless the parent requests otherwise.

**School Address:**

Bracken County High School  
350 West Miami Street  
Brooksville, KY 41004

**AED Locations:**

- Gymnasium
- Softball Concession during softball season
- Baseball Concession during baseball and track season
- Football Concession during football and XC
- Tennis Coach during tennis season

\*Coaches should take note of the closest AED to their practice and game locations if they are available