An emergency can occur at any moment to anyone. Are you prepared to handle the situation?

Here on The St. Paul's Schools campus, there are a total of 22 Automated External Defibrillators (AEDs) spread throughout multiple buildings. We want **YOU** as administrators, faculty, and staff to be ready in case of emergency situations. The AEDs are strategically placed around campus to cover the most populated areas.

If you have questions on the closet AED to a location not mentioned, do not hesitate to ask!

The chance of survival for an individual in cardiac arrest is decreased by 10% for every minute it takes to attach an AED. Be sure to continue CPR compressions on the individual while waiting for EMS & the AED.

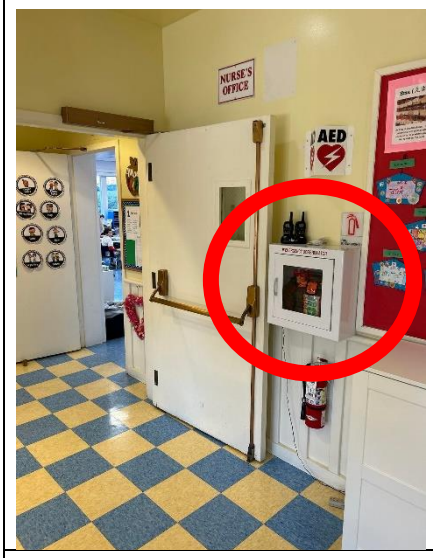
When Calling 911:

a. Designate a person to stay with the injured individual. This should be a person with CPR/AED/first aid training.
b. **Do not move** the injured individual unless their life is threatened by leaving them where they are.
c. Designate a person to call 911.
   Make sure this person is ready to relay the following information to the 911 dispatcher:
   - Location the caller is calling from and that telephone number
   - Location where the individual is injured.
   - Directions to the location (which doors or side of the field to enter)
   - General information of the nature to the injury (i.e. head injury, spinal injury, cardiac arrest, etc.) and care currently being administered.
   - **DO NOT HANG UP UNTIL DISPATCHER HANGS UP.**
   - Return to the injury scene after the call is completed.
d. Designate a person to meet emergency personnel at the door, or at entrance point to location.
e. Designate a person to call emergency contact person.
f. Designate a person to help keep the surrounding crowd calm.
   - Keep injured individual calm.
   - Avoid a large crowd around the injured individual.
   - Avoid alarming or negative statements about the injury.
g. Document what happened, what care was given, who called 911, etc.

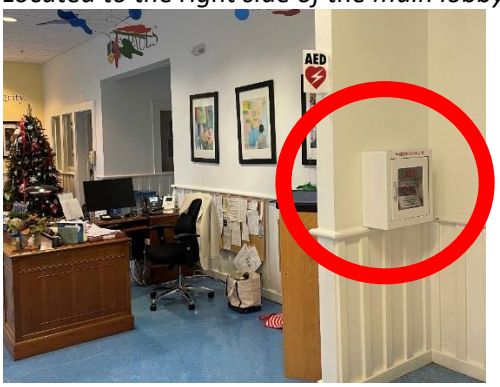
LAND LINE LOCATIONS: Every office and classroom are equipped with a corded telephone. To get an outside line, press 8 then the number you wish to dial. In the event of a power outage the corded phones will not work. In the event of a power outage, cell phones must be used for communication.

AED locations:

Lower School (downstairs):
Located outside the Nurse's suite.



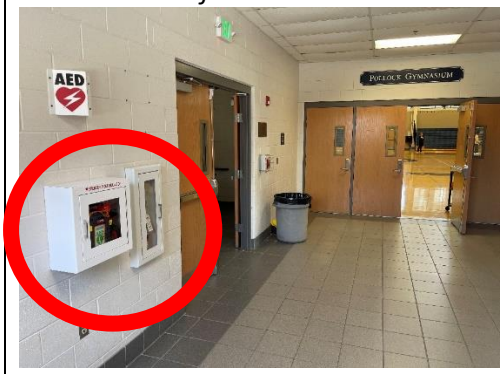
Lower School (main entrance upstairs):
Located to the right side of the main lobby.



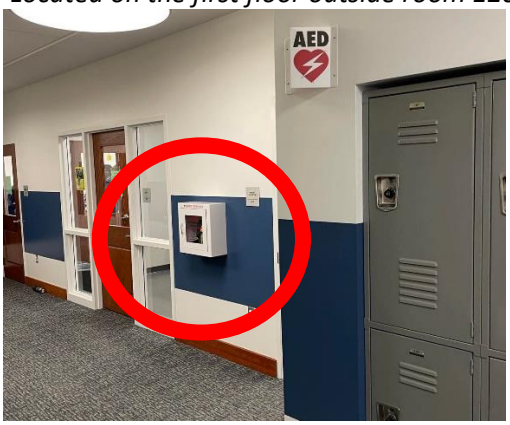
The St. Paul's Schools Pre School:
Located on the wall at the end of the main hallway next to the kitchen.

Middleton Athletic Center
Athletic Training Facility*:*
This is a mobile unit and out at our fields with an athletic trainer after 2:30pm

Middleton Athletic Center
Auxiliary Lobby of Pollock Gymnasium*:*
Located across from Elevator



The St. Paul's School for Boys' Upper School:
Located on the first floor outside room 120



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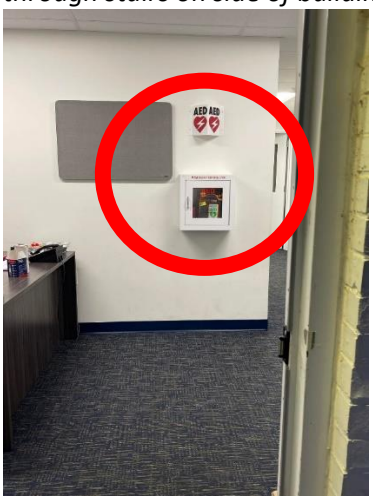
Chapin Hall
(The St. Paul's Schools for Boys' Middle School): *Located at the top of the stairs in the Main Lobby.*

Price Building*:*
Located on the top floor inside of office. Access through stairs on side of building.

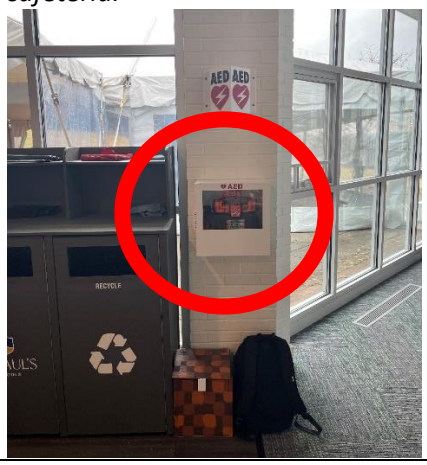


Ordeman Hall (nurse's suite): *Located just inside nurse's suite entrance at top of ramp.*

Brooklandwood Mansion*:*
Located in the hallway to right of main doors.

The St. Paul's Schools for Boys' Chapel*:*
Located in left out cove when you walk into the Chapel.

Ward Center (Arts Center & Cafeteria):
Located across from main doors leading to the cafeteria.



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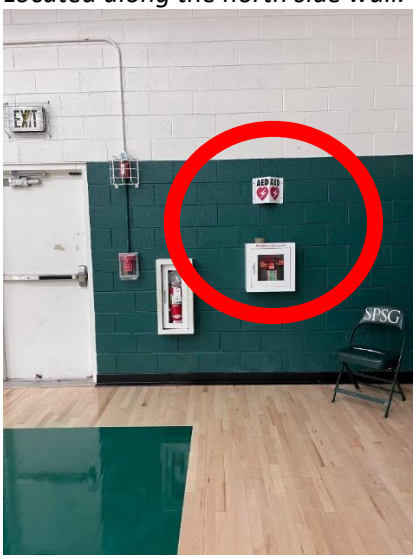
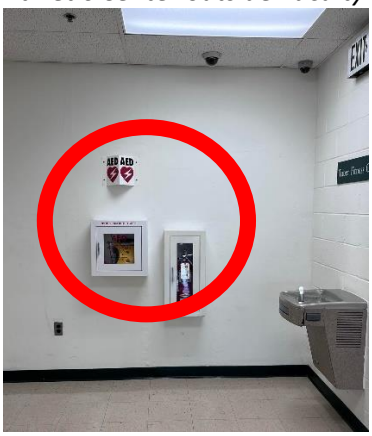
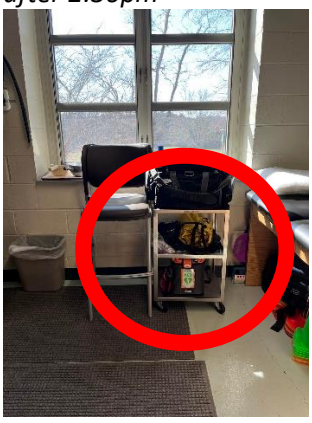
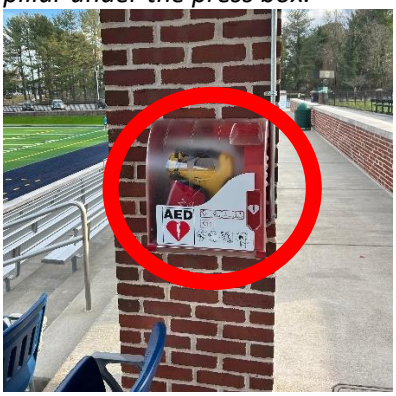
***The St. Paul's Schools for Girls' Nurse's Suite**: Located outside nurse's suite, office 332* 	***Performance Gymnasium (SPSG Main Gym):** Located along the north side wall.* 
***Taber Fitness Center:** On the first floor of SPSG Athletic Center outside Faculty Locker Room.* 	***SPSG Athletic Training Facility:** This is a mobile unit and out at our fields with an athletic trainer after 2:30pm* 
***The St. Paul's School's Maintenance Building:** Located behind main desk at side entrance door.* 	***The St. Paul's Schools Security Vehicle:** Yellow carrying case in trunk of vehicle*

The St. Paul's Schools Security Polaris Vehicle: *Located in yellow carrying case in bed of vehicle.*	***George Mitchell '44 Stadium:*** *Located on a brick pillar under the press box.*