

Emergency Action Plan For Clarence Central School District Athletics Program

Written by Excelsior Orthopaedics

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.

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Emergency Action Plan – Clarence Central School District

Personnel Involved in Development

The following individuals were involved with the creation of this Emergency Action Plan:

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Document Approved By

Name:	Title:
Jason Lehmbeck	Athletic Director

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Documentation of Recent Changes

As changes to the EAP are made, please list the change, page affected and date that the change was made.

Specific Changes Made	Page(s) Affected	Date

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.

Components of an Emergency Action Plan

1. Emergency Personnel
2. Emergency Communication
3. Emergency Equipment
4. Roles of First Responder
5. Venue Directions with a Map
6. Emergency Action Plan Checklist for Non-Medical Emergencies

Emergency Personnel

The first responder in an emergency situation during an athletic practice or competition is typically a member of the sports medicine staff, such as a certified athletic trainer. However, the first responder may also be a coach or another member of the school personnel.

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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.**

The emergency team may consist of physicians, emergency medical technicians, certified athletic trainers, athletic training students, coaches, managers, and possibly even bystanders. Roles of these individuals will vary depending on different factors such as team size, athletic venue, personnel present, etc.

The four basic roles within the emergency team are:

- 1. Establish scene safety and immediate care of the athlete:**
 - a. This should be provided by the most qualified individual on the medical team (the first individual in the chain of command).
- 2. Activation of Emergency Medical Services:**
 - a. This may be necessary in situations where emergency transportation is not already present at the sporting event. Time is the most critical factor and this may be done by anyone on the team.
- 3. Equipment Retrieval:**
 - a. May be done by anyone on the emergency team who is familiar with the types and locations of the specific equipment needed.
- 4. Direction of EMS to the scene:**
 - a. One of the members of the team should be in charge of meeting the emergency personnel as they arrive at the site. This person should have keys to locked gates/doors.

Emergency Action Plan – Clarence Central School District

Activating Emergency Medical Services

Call 9-1-1

Provide information

- Name, address, telephone number of caller
- Nature of the emergency (medical or non-medical)*
- Number of athletes
- Condition of athlete(s)
- First aid treatment initiated by first responder
- Specific directions as needed to locate the emergency scene (i.e. “use the East entrance to the school off Gunville Rd.”)
- Other information requested by the dispatcher
- DO NOT HANG UP FIRST

*if non-medical, refer to the specified checklist of the school’s non-athletics emergency action plan

Emergency Communication

Communication is key to a quick, efficient emergency response. There is a pre-established phone tree to ensure all relevant parties are notified. Access to a working telephone line or other device, either fixed or mobile, should be assured. There should also be back-up communication in effect in case there is a failure of the primary communication. At every athletic venue, home and away, it is important to know the location of a workable telephone. Please see page site specific directions for emergency communication guidelines for Clarence Central School District.

Medical Emergency Transportation

Any emergency situation where there is loss of consciousness (LOC), or impairment of airway, breathing, or circulation (ABCs) or there is a neurovascular compromise should be considered a “load and go” situation and emphasis is placed on rapid evaluation, treatment, and proper transportation. Any emergency personnel who experiences doubt in their mind regarding the severity of the situation should consider a “load and go” situation and transport the individual.

Emergency Action Plan – Clarence Central School District

Non-Medical Emergencies

For the non-medical emergencies (fire, bomb threats, violent or criminal behavior, etc.) refer to the school emergency action plan and follow instructions.

Post EAP Activation Procedures:

Documentation

Documentation must be done by coach, with ATC assistance if necessary, immediately following activation of the EAP. An incidence report form must be filled out.

Debriefing

A team comprising of the ATC, AD, coaches, nurse and one or two other school district employees not involved with the situation will discuss the event. This team must evaluate the effectiveness of the EAP and conduct a staff debriefing. A specific timeline for changes to EAP should be made for promptness.

Conclusion

The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. An athlete's survival may hinge on the training and preparation of healthcare providers. It is prudent to invest athletic department "ownership" in the emergency action plan by involving the athletic administration and sport coaches as well as sports medicine personnel. The emergency action plan should **be reviewed at least once a year** with all athletic personnel and local emergency response teams. Through development and implementation of the emergency plan of the Clarence Central School District helps ensure that the athlete will have the best care provided when an emergency situation does arise.

Emergency Action Plan – Clarence Central School District

Staff Education

1. Each season, every coach will receive a copy of the Emergency Action Plan (EAP)
 - a. Each coach will provide their signature to confirm they have read the documents and asked any potential questions
2. A copy of the abbreviated EAP will be in each medical kit which is to be kept with the coach at every practice/event
3. A copy of the EAP will be posted on the Clarence Athletics Homepage

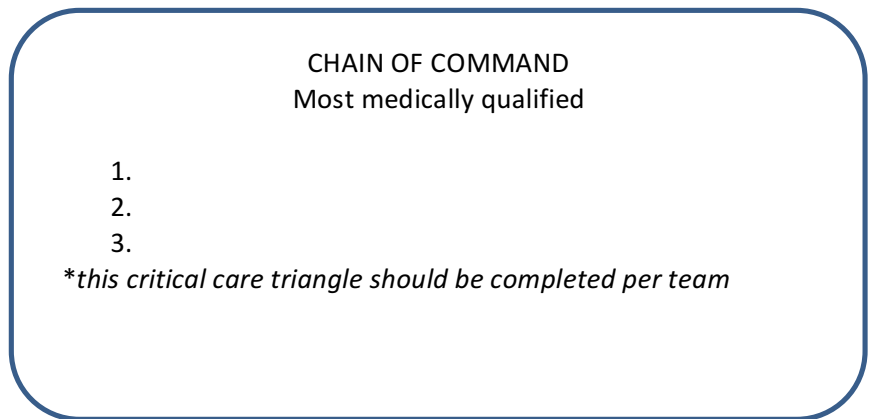
Chain of Command/Critical Care Triangle

The athletic trainer should always act as primary care-givers at the site of the injury or accident (when on-site) and would manage the situation according to the following rank:

1. *Athletic Trainer*
2. *Coach*
3. *Athletic Director when present*
4. *Captain/Responsible Team Member*

In the event that an ATC is not on-site at the time of injury the following chain of command would be used:

1. *Coach*
2. *Assistant Coach*
3. *Athletic Director*
4. *Captain/Responsible Team Member*



Pre-Game Time-Out

Before each contest it is the ATC responsibility to reach out to the away team ATC/Head Coach to discuss emergency procedures. Including AED location, nearest entrance for EMS and where ATC will be located for event. In the event ATC will not be on site for duration of event (ex. Multiple home events taking place at the same time) information as to how to contact ATC during event.

Emergency Action Plan – Clarence Central School District

Emergency Telephone Numbers

This list is only to be used in case of an emergency.

Off Campus Contacts	Phone Number
Emergency	911
Police department	716-662-6150
Fire and Ambulance	716-759-8842
Millard Fillmore Suburban 1540 Maple Rd, Williamsville, NY 14221	716-568-3600
ECMC 462 Grider St, Buffalo, NY 14215	716-898-3000
Hazardous Materials	1-800-467-4922
Poison Control Center	1-800-222-1222

On Campus Offices	Phone Number
Athletic Training Room	(716) 407-9020 x333
Nurse	(716) 407-9029
Athletic Director	(716) 407-9043
Main Office	(716) 407-9020
Administrative Office	(716) 407-9020
School Counselor Office	(716) 407-9030

Title	Name	Office	Cell
Athletic Trainer	Scott Fisher	(716) 407-9020 x333	(716) 949-9663
Athletic Directors	Jason Lehmbeck	(716) 407-9043	(585) 738-5082
High School Principal	Ken Smith	(716) 407-9020	
Middle School Principal	Ashley Dreilbelbis	(716) 407-9200	
High School Nurse	Barbara Ritchie	(716) 407-9029	

Emergency Action Plan – Clarence Central School District

Emergency Situation Contact Tree

Injury or Sudden Illness

Coach or First Responder on Scene

Is Athlete Conscious, breathing and have a pulse?

No

Yes

Suspected Spine Injury

Unconscious, not breathing, no pulse

Provide Proper first aid

Suspected Spine Injury

STABILIZE HEAD AND NECK
DO NOT MOVE VICTIM
unless life safety is threatened

STABILIZE HEAD AND NECK
DO NOT MOVE VICTIM
unless life safety is threatened

Call Parent/Guardian

Call Athletic Trainer

[1a] CALL 911
*Have [1b] get the AED

Call Athletic Trainer

[1a] CALL 911
*Have [1b] get the AED

CARE

CARE

Call Athletic Director

Provide **proper first aid** and **care** until athletic trainer arrives.
Do not leave victim.

Provide care until EMS arrives.
Do not leave victim.

Critical Care Triangle
Most medically qualified

Provide care until EMS arrives.
Do not leave victim.

- 1.
- 2.
- 3.

Emergency Action Plan – Clarence Central School District

Athletic Trainer may at their discretion contact district or sports medicine physician for guidance

Emergency Equipment Locations

Emergency Equipment:

- Athletic Training Kit, Emergency Bag, Biohazard/First Aid Kit on site for events covered by ATC
 - First Aid Kit located with coach
1. AED
 - a. Located with ATC for all covered events
 - b. AED to be taken with teams for away games anywhere except Public High Schools
 - c. Additional AED located outside Clarence Gymnasium in lobby
 2. Nearest phone
 - a. Athletic Trainer's personal cell phone when covering events
 - b. Coaches' personal cell phones
 - c. In Clarence – there is a wired phone in ATC office next to computer
 3. Rescue Inhaler
 - a. Student/Parent is responsible for notifying school and for the student to bring Inhaler into school with MD order allowing student to carry inhaler with them.
 - b. Student then is responsible for keeping inhaler with them during all games and practices.
 - c. Coach is responsible for knowing which student requires an inhaler and reminding students to be carrying inhaler during all games and practices.
 4. Epi Pen
 - a. Student/Parent is responsible for notifying school and for the student to bring epi pen into school with MD order allowing student to carry epi pen with them.
 - b. Student then is responsible for keeping epi pen with them during all games and practices.
 - c. Coach is responsible for knowing which student requires an epi pen and reminding students to be carrying epi pen during all games and practices
 5. Splints
 - a. With ATC during events or in ATR
 6. Spine boards/Cervical Collar
 - a. Will be provided by EMS upon arrival
 7. Bio-hazard Materials
 - a. Red bags – in ATR
 - b. Disposal Bin – in ATR, Room 333A

Clarence AED Location

The main AED for inside Clarence High School is located outside main Gymnasium doors to left.



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Clarence Central School District Emergency Action Procedures

High School Gymnasium

Activate the EAP:

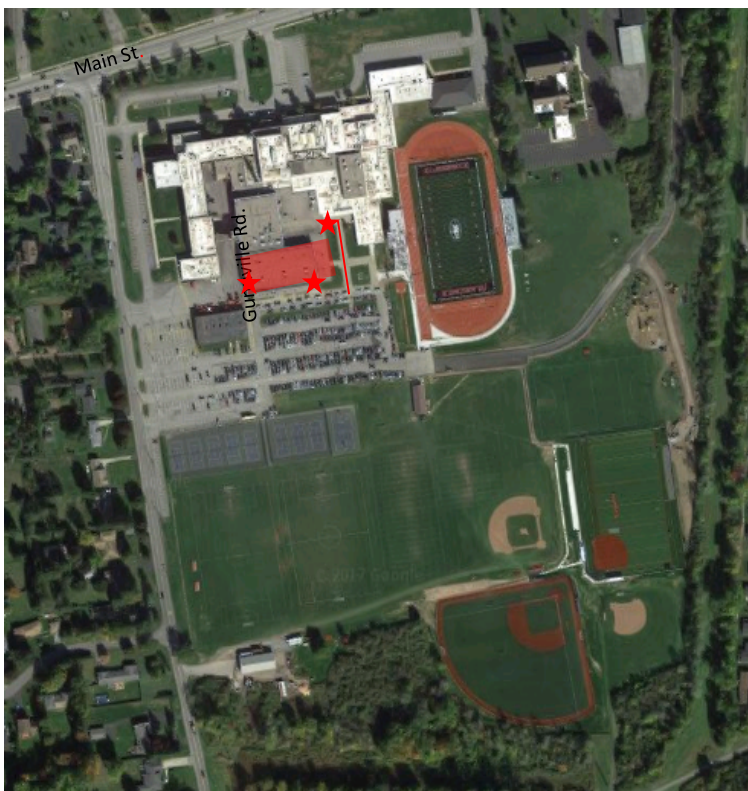
- Any loss of consciousness
- Possible Spine Injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

Emergency Procedures:

- 1) Check the scene
 - a) Is it safe for you to help?
 - b) What happened?
 - c) How many victims are there?
 - d) Can bystanders help?
- 2) Instruct coach or bystander to call 911
 - Provide the following information
 - a) Who you are
 - b) General information about the injury or situation
 - c) Where you are (Provide: name, in Clarence High School Gymnasium, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions – see pic below).
Clarence High School, 9625 Main St., Clarence, NY, 14031



Refer to picture for suggested entrances for ambulance:

★ = entrance

| = suggested path for EMS

Emergency Action Plan – Clarence Central School District

STAY ON THE PHONE, BE THE LAST TO HANG UP

- 3) Perform emergency CPR/First Aid
 - a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
 - b) **Instruct coach or bystander to GET AED!!**
- 4) Designate coach or bystander to control crowd
- 5) Contact the Athletic Trainer for Clarence Central School District if not present on scene
- 6) Meet ambulance and direct to appropriate site
 - a) Open Appropriate Gates/Doors
 - b) Designate an individual to "flag down" and direct to scene
 - c) Control injury site, limit care providers etc.
- 7) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 8) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 9) Document event and debrief

Clarence Central School District Emergency Action Procedures

High School Main Stadium Field

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

Emergency Procedures:

10) Check the scene

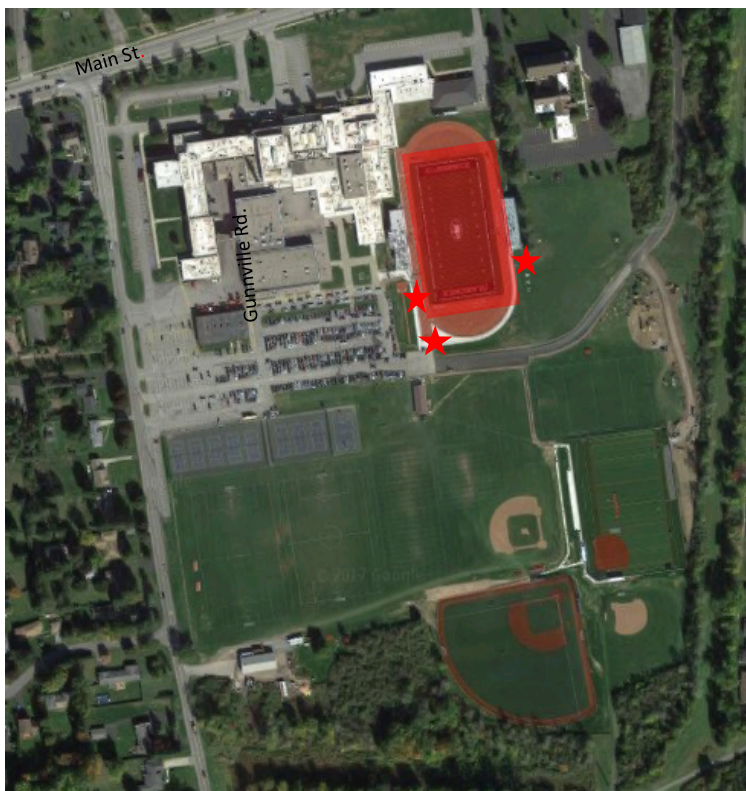
- a) Is it safe for you to help?
- b) What happened?
- c) How many victims are there?
- d) Can bystanders help?

11) Instruct coach or bystander to call 911

-Provide the following information

- d) Who you are
- e) General information about the injury or situation
- f) Where you are (Provide: name, in Clarence High School Gymnasium, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions – see pic below).

Clarence High School, 9625 Main St., Clarence, NY, 14031



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Emergency Action Plan – Clarence Central School District

STAY ON THE PHONE, BE THE LAST TO HANG UP

- 12) Perform emergency CPR/First Aid
 - a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
 - b) **Instruct coach or bystander to GET AED!!**
- 13) Designate coach or bystander to control crowd
- 14) Contact the Athletic Trainer for Clarence Central School District if not present on scene
- 15) Meet ambulance and direct to appropriate site
 - a) Open Appropriate Gates/Doors
 - b) Designate an individual to "flag down" and direct to scene
 - c) Control injury site, limit care providers etc.
- 16) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 17) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 18) Document event and debrief

Clarence Central School District Emergency Action Procedures

High School All Purpose/Softball Field

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

Emergency Procedures:

19) Check the scene

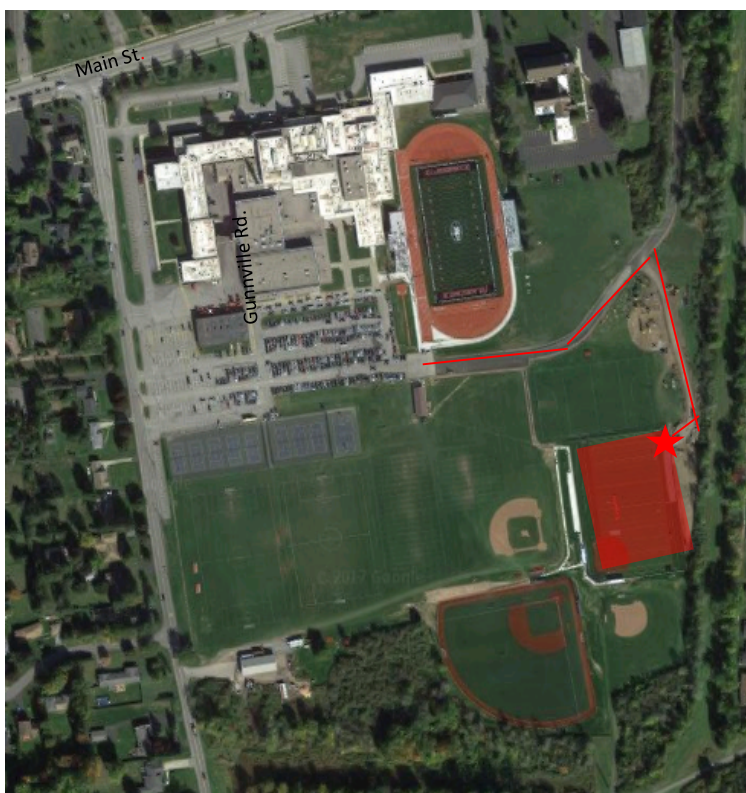
- a) Is it safe for you to help?
- b) What happened?
- c) How many victims are there?
- d) Can bystanders help?

20) Instruct coach or bystander to call 911

-Provide the following information

- g) Who you are
- h) General information about the injury or situation
- i) Where you are (Provide: name, in Clarence High School Gymnasium, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions – see pic below).

Clarence High School, 9625 Main St., Clarence, NY, 14031



Refer to picture for suggested entrances for ambulance:

★ = entrance

| = suggested path for EMS

Emergency Action Plan – Clarence Central School District

STAY ON THE PHONE, BE THE LAST TO HANG UP

- 21) Perform emergency CPR/First Aid
 - a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
 - b) **Instruct coach or bystander to GET AED!!**
- 22) Designate coach or bystander to control crowd
- 23) Contact the Athletic Trainer for Clarence Central School District if not present on scene
- 24) Meet ambulance and direct to appropriate site
 - a) Open Appropriate Gates/Doors
 - b) Designate an individual to "flag down" and direct to scene
 - c) Control injury site, limit care providers etc.
- 25) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 26) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 27) Document event and debrief

Clarence Central School District

Emergency Action Procedures

High School Turf Baseball Field

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

Emergency Procedures:

28) Check the scene

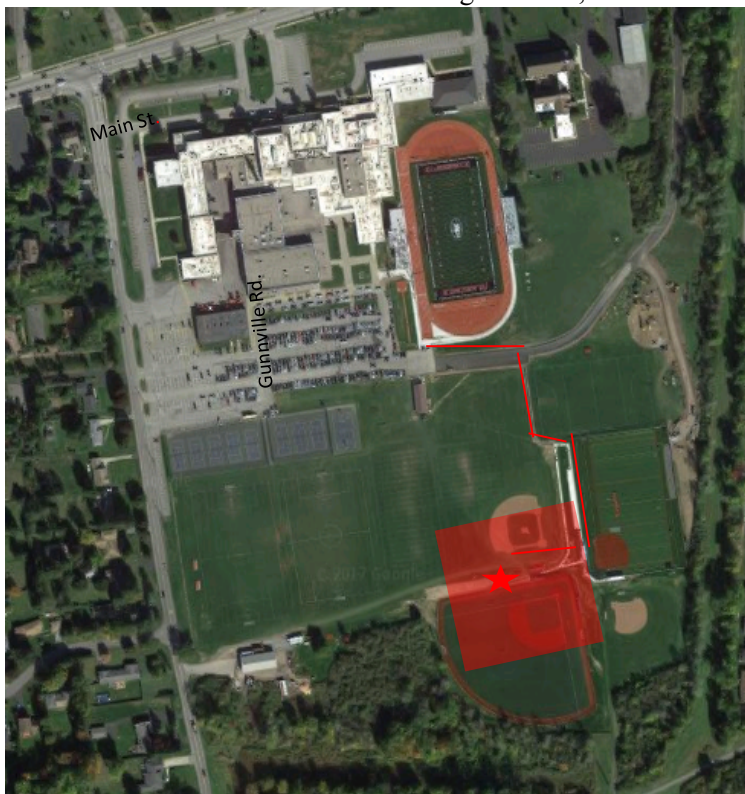
- a) Is it safe for you to help?
- b) What happened?
- c) How many victims are there?
- d) Can bystanders help?

29) Instruct coach or bystander to call 911

-Provide the following information

- j) Who you are
- k) General information about the injury or situation
- l) Where you are (Provide: name, in Clarence High School Gymnasium, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions – see pic below).

Clarence High School, 9625 Main St., Clarence, NY, 14031



Refer to picture for suggested entrances for ambulance:

★ = entrance

| = suggested path for EMS

Emergency Action Plan – Clarence Central School District

STAY ON THE PHONE, BE THE LAST TO HANG UP

- 30) Perform emergency CPR/First Aid
 - a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
 - b) **Instruct coach or bystander to GET AED!!**
- 31) Designate coach or bystander to control crowd
- 32) Contact the Athletic Trainer for Clarence Central School District if not present on scene
- 33) Meet ambulance and direct to appropriate site
 - a) Open Appropriate Gates/Doors
 - b) Designate an individual to "flag down" and direct to scene
 - c) Control injury site, limit care providers etc.
- 34) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 35) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 36) Document event and debrief

Clarence Central School District Emergency Action Procedures

High School Soccer Fields, Tennis Courts, Practice Fields

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

Emergency Procedures:

37) Check the scene

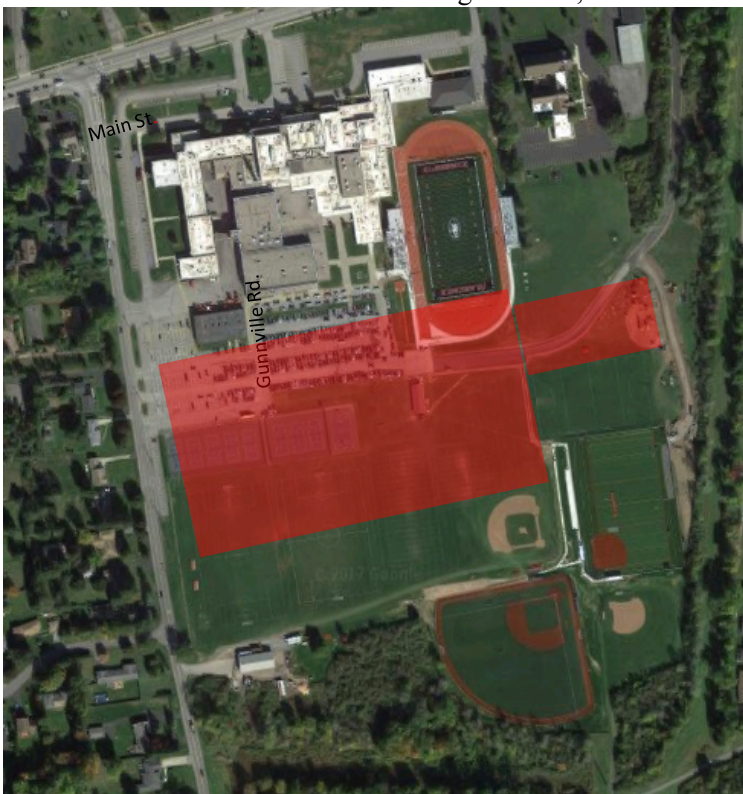
- a) Is it safe for you to help?
- b) What happened?
- c) How many victims are there?
- d) Can bystanders help?

38) Instruct coach or bystander to call 911

-Provide the following information

- m) Who you are
- n) General information about the injury or situation
- o) Where you are (Provide: name, in Clarence High School Gymnasium, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions – see pic below).

Clarence High School, 9625 Main St., Clarence, NY, 14031



Refer to picture for suggested entrances for ambulance:

★ = entrance

| = suggested path for EMS

Emergency Action Plan – Clarence Central School District

STAY ON THE PHONE, BE THE LAST TO HANG UP

- 39) Perform emergency CPR/First Aid
 - a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
 - b) **Instruct coach or bystander to GET AED!!**
- 40) Designate coach or bystander to control crowd
- 41) Contact the Athletic Trainer for Clarence Central School District if not present on scene
- 42) Meet ambulance and direct to appropriate site, Very important for open fields –

KNOW WHERE THE BEST AMBULANCE ENTRANCE IS BEFORE THE GAME

- a) Open Appropriate Gates/Doors
 - b) Designate an individual to "flag down" and direct to scene
 - c) Control injury site, limit care providers etc.
- 43) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
 - 44) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
 - 45) Document event and debrief

Clarence Central School District Emergency Action Procedures High School Pool

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

Excelsior Orthopaedics Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

Emergency Procedures:

- 1) Check the scene
 - a) Is it safe for you to help?
 - b) What happened?
 - c) How many victims are there?
 - d) Can bystanders help?
- 2) Instruct coach or bystander to call 911
 - Provide the following information
 - a) Who you are
 - b) General information about the injury or situation
 - c) Where you are (Provide: name, location of downed athlete, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions*).

Clarence High School, 13190 Park St, Clarence, NY 14004

DIRECTIONS



Refer to picture for suggested entrances for ambulance:

★ = entrance

| = suggested path for EMS

Emergency Action Plan – Clarence Central School District

STAY ON THE PHONE, BE THE LAST TO HANG UP

- 3) Perform emergency CPR/First Aid
 - a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
 - b) **Instruct coach or bystander to GET AED!!**
- 4) Designate coach or bystander to control crowd
- 5) Contact the Athletic Trainer for Clarence Central School District if not present on scene
- 6) Meet ambulance and direct to appropriate site
 - a) Open Appropriate Gates/Doors
 - b) Designate an individual to "flag down" and direct to scene
 - c) Control injury site, limit care providers etc.
- 7) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 8) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 9) Document event and debrief

Clarence Central School District Emergency Action Procedures

Middle School Upper Gym

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

Excelsior Orthopaedics Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

Emergency Procedures:

- 1) Check the scene
 - a) Is it safe for you to help?
 - b) What happened?
 - c) How many victims are there?
 - d) Can bystanders help?
- 2) Instruct coach or bystander to call 911
 - Provide the following information
 - a) Who you are
 - b) General information about the injury or situation
 - c) Where you are (Provide: name, location of downed athlete, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions*).

Clarence Middle School, 13250 Park St, Clarence, NY 14004



Emergency Action Plan – Clarence Central School District

STAY ON THE PHONE, BE THE LAST TO HANG UP

- 3) Perform emergency CPR/First Aid
 - a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
 - b) **Instruct coach or bystander to GET AED!!**
- 4) Designate coach or bystander to control crowd
- 5) Contact the Athletic Trainer for Clarence Central School District if not present on scene
- 6) Meet ambulance and direct to appropriate site
 - a) Open Appropriate Gates/Doors
 - b) Designate an individual to "flag down" and direct to scene
 - c) Control injury site, limit care providers etc.
- 7) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 8) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 9) Document event and debrief

Clarence Central School District Emergency Action Procedures

Middle School Lower Gym

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

Excelsior Orthopaedics Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

Emergency Procedures:

- 1) Check the scene
 - a) Is it safe for you to help?
 - b) What happened?
 - c) How many victims are there?
 - d) Can bystanders help?
- 2) Instruct coach or bystander to call 911
 - Provide the following information
 - a) Who you are
 - b) General information about the injury or situation
 - c) Where you are (Provide: name, location of downed athlete, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions*).

Clarence Middle School, 13250 Park St, Clarence, NY 14004



Emergency Action Plan – Clarence Central School District

STAY ON THE PHONE, BE THE LAST TO HANG UP

- 3) Perform emergency CPR/First Aid
 - a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
 - b) **Instruct coach or bystander to GET AED!!**
- 4) Designate coach or bystander to control crowd
- 5) Contact the Athletic Trainer for Clarence Central School District if not present on scene
- 6) Meet ambulance and direct to appropriate site
 - a) Open Appropriate Gates/Doors
 - b) Designate an individual to "flag down" and direct to scene
 - c) Control injury site, limit care providers etc.
- 7) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 8) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 9) Document event and debrief

Clarence Central School District Emergency Action Procedures

Middle School Athletic Fields

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

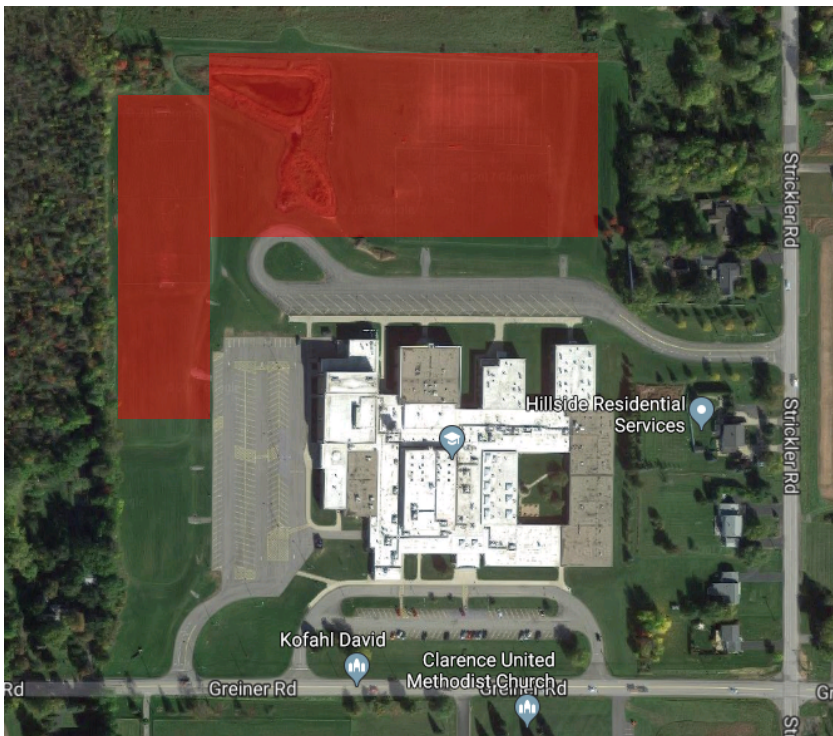
Excelsior Orthopaedics Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

Emergency Procedures:

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 - Provide the following information
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Clarence Middle School, 13250 Park St, Clarence, NY 14004

DIRECTIONS



Emergency Action Plan – Clarence Central School District

STAY ON THE PHONE, BE THE LAST TO HANG UP

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 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
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 - c) Open Appropriate Gates/Doors
 - d) Designate an individual to "flag down" and direct to scene
 - e) Control injury site, limit care providers etc.
- 7) Assist ATC and/or EMS with care as directed
 - f) Retrieve Necessary Supplies/Equipment
- 8) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 9) Document event and debrief

Clarence Central School District Emergency Action Procedures

Off-Site Athletics

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

Excelsior Orthopaedics Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

Emergency Procedures:

- 1) Check the scene
 - a) Is it safe for you to help?
 - b) What happened?
 - c) How many victims are there?
 - d) Can bystanders help?
- 2) Instruct coach or bystander to call 911
 - a) Provide the following information
 - d) Who you are
 - e) General information about the injury or situation

Where you are (Provide: name, location of downed athlete, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions*)

STAY ON THE PHONE, BE THE LAST TO HANG UP

- 3) Perform emergency CPR/First Aid
 - a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
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- 6) Meet ambulance and direct to appropriate site
 - c) Open Appropriate Gates/Doors
 - d) Designate an individual to "flag down" and direct to scene
 - e) Control injury site, limit care providers etc.
- 7) Assist ATC and/or EMS with care as directed
 - f) Retrieve Necessary Supplies/Equipment
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- 9) Document event and debrief

Emergency Action Plan – Clarence Central School District

Offsite Locations:

Akron Falls Park – Cross Country

44 Parkview Dr, Akron, NY 14001

- NO AED ON SITE. Coach must bring AED for any Practice/Competition.
- Please note streets and intersections for talking to EMS.

Brookfield CC, Rothland, Ivy Ridge – Boys and Girls Golf

Brook Field CC - 5120 Shimerville Rd, Clarence, NY 14031

Rothland - 9332, 12089 Clarence Center Rd, Akron, NY 14001

Ivy Ridge - 12221 Main Rd, Akron, NY 14001

- NO AED ON SITE – Coach must bring AED for any Practice/Competition.
- Please note Streets and intersections for talking to EMS.

Clarence Soccer Center – Freshman Boys Soccer

10000 Clarence Center Rd, Clarence, NY 14031

- NO AED ON SITE – Coach must bring AED for any Practice/Competition.
- Please note Streets and intersections for talking to EMS.

Clarence Bowling Academy – Boys and Girls Bowling

10718 Main St, Clarence, NY 14031

- NO AED ON SITE – Coach must bring AED for any Practice/Competition.
- Please note Streets and intersections for talking to EMS.

Northtown Center – Boys and Girls Ice Hockey

1615 Amherst Manor Dr, Williamsville, NY 14221

- NO AED ON SITE – Coach must bring AED for any Practice/Competition.
- Please note Streets and intersections for talking to EMS.

Clarence Town Hall – Baseball

1 Town Pl, Clarence, NY 14031

- NO AED ON SITE – Coach must bring AED for any Practice/Competition.
- Please note Streets and intersections for talking to EMS.

Emergency Action Plan – Clarence Central School District

Clarence Town Park – Softball

10405 Main St, Clarence, NY 14031

- NO AED ON SITE – Coach must bring AED for any Practice/Competition.
- Please note Streets and intersections for talking to EMS.

Rehearsal Strategy

EAP should be read through by each coach, for each separate team/season. A critical care triangle should be created that can be utilized for an emergency at any point. Before beginning of each season, Coach should discuss with critical care triangle and ATC venue specific EAP.