

**GARRISON FOREST SCHOOL
EMERGENCY ACTION PLAN**

Location: Hopkins Fields and Tennis Courts

Address: 300 Garrison Forest Road, Owings Mills, MD 21117

AED Location: Inside Whitridge Pavilion (tennis courts side)

Emergency Personnel:

1. Certified Athletic Trainer - if available
2. Head Coach
3. Assistant Coach
4. Athletic Administrator
5. Campus Security

Emergency Communication:

Certified Athletic Trainer, Coaches, and Athletic Administrator will carry a cell phone in case of emergency

Emergency Equipment:

A medical kit should be available at all events
AED- see locations above

Roles of Emergency Personnel:

1. Immediate care of the injured athlete
 - The first responder will assess the situation, determine the plan of action and provide immediate first aid care
2. Emergency equipment retrieval
 - Assigned personnel will retrieve the appropriate equipment
3. Activation of Emergency Medical System (EMS)
 - Assigned personnel will activate EMS by calling 9-1-1
 - Assigned personnel will notify campus security at 443-744-3708
 - Provide the following information to the EMS dispatcher:
 - Identify your name and phone number*
 - Reason for emergency*
 - Location of injury (specific field or gym)*
 - Injured person's age, gender*
 - Injured person's status (unconscious, conscious, pulse, breathing, etc.)*
4. Direction of EMS to the scene
 - EMS will access the venue through the parking lot adjacent to tennis courts
 - Coach will limit the scene to first aid providers and move bystanders away from the area

Important Telephone Numbers

Emergency Medical System (EMS)..... 911

Security..... 443-744-3708 (Cell)

**GARRISON FOREST SCHOOL
EMERGENCY ACTION PLAN
Hopkins Field**

Venue Directions with Map:

- Turn right onto Greenspring Valley Rd from Reisterstown road
- Turn left at the intersection of Greenspring and Garrison Forest Rd
- Turn left onto Garrison Forest Campus entrance off of Garrison Forest Rd
- Security will be along the fence line on the right hand side of the access drive, they will direct the emergency vehicle onto the field.

If field access is not available

- Follow drive to the first parking lot, parking lot "A", on the Right

