

EASTERN CAMDEN COUNTY REGIONAL SCHOOL DISTRICT

USE OF FACILITIES FORM FOR NON-SCHOOL PURPOSES

OFFICE USE ONLY

☐ Charge
☐ Deposit Received
☐ Deposit Not Required
☐ Fire Permit Submitted
☐ Certificate of Insurance
☐ Send to BOE

1. Organization Name: _____
2. Select type of Group listed below:

GROUP 1	Sending school districts of Berlin Borough, Gibbsboro and Voorhees Township and their municipal bodies. Other school related and governmental agencies as determined on a case-by-case basis.
GROUP 2	Civic community based organizations, community based recreational groups, community based non-profit organizations are those organizations based in Berlin Borough, Gibbsboro and Voorhees Township. ALL GROUPS WHO WISH TO QUALIFY UNDER THIS CATEGORY MUST SUBMIT A ROSTER, WHICH INCLUDES NAMES OR MEMBERS, AND TOWN OF RESIDENCE, A MAJORITY OF WHOM MUST BE RESIDENTS OF THE SCHOOL DISTRICT.
GROUP 3	Non-community based organizations, recreational groups, and non-profit organizations are those groups that cannot establish a direct link with Berlin Borough, Gibbsboro, and Voorhees Township. The presence of one or more local residents with a group or organization does NOT qualify the group. All other agencies or for profits groups within or outside the district shall be included in this category.
GROUP 4A	Eastern Regional High School Coaches application for the purpose of providing a camp (5 DAYS OR LESS) for community members, Eastern Regional High School students, or students from send districts. ALL GROUPS WHO WISH TO QUALIFY UNDER THIS CATEGORY MUST SUBMIT A ROSTER, WHICH INCLUDES NAMES OR MEMBERS, AND TOWN OF RESIDENCE, A MAJORITY OF WHOM MUST BE RESIDENTS OF THE SCHOOL DISTRICT.
GROUP 4B	Eastern Regional High School Coaches application for the purpose of providing a camp (5 DAYS OR LESS) for community members and students where a majority of the participants are NOT residents of the school district.
GROUP 5A	Eastern Regional High School Coaches application for the purpose of providing a camp (MORE THAN 5 DAYS) for community members, Eastern Regional High School students, or students from send districts. ALL GROUPS WHO WISH TO QUALIFY UNDER THIS CATEGORY MUST SUBMIT A ROSTER, WHICH INCLUDES NAMES OR MEMBERS, AND TOWN OF RESIDENCE, A MAJORITY OF WHOM MUST BE RESIDENTS OF THE SCHOOL DISTRICT.
GROUP 5B	Eastern Regional High School Coaches application for the purpose of providing a camp (MORE THAN 5 DAYS) for community members and students where a majority of the participants are NOT residents of the school district.

3. Type of Activity: _____
4. Will this event involve students from Eastern Camden County Regional School District? (circle one): **YES** **NO**
5. Dates and Time of use requested (*if more than one date and time please attach a complete list to this form*):
 Date: ____/____/____ Time In: _____ Time Out: _____
6. Please check the specific areas requested:

INDOOR FACILITIES

<input type="checkbox"/>	Performing Arts Center
<input type="checkbox"/>	Foyer of Performing Arts Center
<input type="checkbox"/>	Gym 1
<input type="checkbox"/>	Gym 2
<input type="checkbox"/>	Gym 3
<input type="checkbox"/>	Gym 4
<input type="checkbox"/>	500 Cafeteria
<input type="checkbox"/>	500 Cafeteria Kitchen
<input type="checkbox"/>	20 Cafeteria
<input type="checkbox"/>	20 Cafeteria Kitchen
<input type="checkbox"/>	Locker Room(s)
<input type="checkbox"/>	Classroom(s)
<input type="checkbox"/>	Recital Hall
<input type="checkbox"/>	Learning Center
<input type="checkbox"/>	Media Center (Library)

OUTDOOR FACILITIES

<input type="checkbox"/>	McAleer Stadium/Track – Football/Field Hockey Field
<input type="checkbox"/>	Soccer/Lacrosse Complex
<input type="checkbox"/>	Hartmann Field (Baseball)
<input type="checkbox"/>	Softball Field - Varsity
<input type="checkbox"/>	Softball Field - Junior Varsity/Soccer Field
<input type="checkbox"/>	JV Baseball Field
<input type="checkbox"/>	Tennis Courts
<input type="checkbox"/>	Frosh Field Hockey/Lacrosse Field (Grass)
<input type="checkbox"/>	Practice Football Field
<input type="checkbox"/>	Front Parking Lot
<input type="checkbox"/>	Back Parking Lot
<input type="checkbox"/>	McAleer Concession Stand
<input type="checkbox"/>	Soccer/Lacrosse Concession Stand
<input type="checkbox"/>	Locker Room
<input type="checkbox"/>	Other: _____

7. List equipment requested: _____
8. Will you be serving or selling food and/or non-alcoholic beverages? ____ yes ____ no
9. An admission charge of ____ per person will be made. The funds obtained are to be used for the following purposes:

FOR GROUP 2

- Will be charged for expenses incurred by the Eastern Camden County Regional School District during the use, including but not limited to lighting and custodial costs.

FOR GROUPS 4 & 5

- Cost for usage of lights = \$50 per hour. The usage of lights will be billed in quarter hour increments.
- Charges to Coach: **Group 4A** = \$4 per day per participant. **Group 4B** = \$5 per day per participant
Group 5A = \$40 per day per facility **Group 5B** = \$50 per day per facility
- 50% deposit due 7 days prior to camp (based on previous year's invoice). Remainder of balance due within 5 days of the camp completion date.
- Cannot reserve facility without a minimum of 20 participants for sports-related camps

FACILITY CHARGES – TO BE COMPLETED BY FACILITIES MANAGER ONLY

FOR GROUP 3: Use is defined as a 4-hour period of time. An hourly rate of ¼ of the base rate will apply for all usage beyond 4-hours.

McAlee Stadium – Football and Field Hockey Fields	\$1,200.00	x	_____ # Hours	\$
Soccer/Lacrosse Complex	\$1,200.00	x	_____ # Hours	\$
Hartmann Field - Baseball Field	\$1,200.00	x	_____ # Hours	\$
Performing Arts Center	\$1,200.00	x	_____ # Hours	\$
Foyer of Performing Arts Center	\$100.00	x	_____ # Hours	\$
Grass Fields	\$500.00	x	_____ # Hours	\$
Gym 1	\$500.00	x	_____ # Hours	\$
Gym 4	\$500.00	x	_____ # Hours	\$
Gym 2	\$400.00	x	_____ # Hours	\$
Gym 3 (Wrestling Room)	\$400.00	x	_____ # Hours	\$
Cafeteria	\$300.00	x	_____ # Hours	\$
Recital Hall/Media Center	\$150.00	x	_____ # Hours	\$
Classroom	\$50.00	x	_____ # Hours	\$
Concession Stand	\$50.00	x	_____ # Hours	\$
Parking Lot	\$50.00	x	_____ # Hours	\$
Locker Rooms	\$50.00	x	_____ # Hours	\$
Tennis Courts	\$60.00	x	_____ # Hours	\$

Facility Subtotal \$ _____

PERSONNEL CHARGES: Applied to Group 1, 2, 3, 4A, 4B, 5A, & 5B.

Supervisor(s)	\$50.00	x	_____ # Hours	\$
Lighting Technician	\$40.00	x	_____ # Hours	\$
Sound Technician	\$40.00	x	_____ # Hours	\$
Eastern Security/Usher	\$23.00	x	_____ # Hours	\$
Police	Prevailing Rate	x	_____ # Hours	\$
Ambulance	Prevailing Rate	x	_____ # Hours	\$
Custodians	\$44.00	x	_____ # Hours	\$
Kitchen Personnel	Prevailing Rate	x	_____ # Hours	\$
Other	\$44.00	x	_____ # Hours	\$

PLEASE NOTE: Employees paid by the Board of Education for work performed at this function are prohibited from accepting gifts and/or gratuities of any kind.

Personnel Subtotal \$ _____

EQUIPMENT RENTAL FEES: Applied to Group 1, 2, 3, 4A, 4B, 5A, & 5B.

*** Please note the Eastern's lift is not available.**

Service/Equipment	Quantity Available	Quantity Requested	Cost per Rental per Event	Charge
Piano	1		\$250.00	\$
Band Risers	6		\$25.00 per Riser	\$
Orchestra Shell	1		\$259.00 plus labor TBD	\$
6' Tables	20		\$5.00 per table	\$
Hand Truck	2		\$5.00 per hand truck	\$
Athletic Mats	10		\$5.00 per mat	\$
AED	13		\$200.00 per day	\$

Equipment Rental Subtotal \$ _____

TOTAL ESTIMATE PROVIDED TO GROUP REQUESTING USE: \$ _____

Deposit Received in the amount of \$ _____ Date: _____

FIRE PERMIT SUBMISSION

All groups submitting a Use of Facilities request must also submit an Application for Permit form (located on page 4 of packet). Submission of this application is mandatory, but not all applications may require the need for groups to obtain permits.

The application for Fire Permit form MUST be submitted as part of the Use of Facilities form to Eastern Camden County Regional High School for approval – we will forward applications directly to Voorhees Fire Department once event application is approved by the Board of Education.

Payment for permit (if needed) is paid directly to the Voorhees Fire Department, and is not included in your invoice from Eastern Camden County Regional School District. If permit needed, you will be contacted directly by the Voorhees Fire Department. For questions regarding the fire permit, please contact (856) 783-6630.

CERTIFICATE OF INSURANCE

All groups submitting a Use of Facilities request must also submit a Certificate of Insurance, which specifically lists “**Eastern Camden County Regional School District**” as additionally insured (which includes a copy of the endorsement letter in addition to the certificate itself). Please note that any certificate submitted with any variations of the school district's name are no longer acceptable. Additionally, if your group answered “YES” to question #4 on page 1 (events involving students from Eastern Camden County Regional School District), SAM coverage is mandatory, and should be listed/selected on the Certificate of Insurance submitted.

RECEIPT OF BOARD OF EDUCATION POLICY 7510: USE OF SCHOOL FACILITIES

My Signature affirms that I have read and reviewed Eastern Camden County Regional Board of Education Policy 7510: Use of School Facilities, Policy 2431.4 Prevention and Treatment of Sports-Related Concussions and Injuries, Law A-1608 (Janet's Law), and have reviewed Eastern Regional High School's Emergency Action Plan to respond to sudden cardiac events, located on Eastern Regional's web site.

My signature confirms that I accept all provisions of school policy and state law.

PRINT NAME OF APPLICANT

SIGNATURE OF APPLICANT

DATE

ORGANIZATION NAME: _____

STREET ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

EMAIL: _____ PHONE: _____

**PLEASE RETURN PAGES 1, 3, & 4 OF THIS FORM,
INCLUDING ALL SUPPORTING DOCUMENTATION & CERTIFICATE OF INSURANCE,
TO THE ATHLETIC OFFICE WITHIN 90 DAYS OF THE EVENT OR REQUESTED USAGE.**



OFFICE USE ONLY



Approved By: _____

Date: _____

BOARD OF EDUCATION APPROVAL (CIRCLE ONE): GRANTED DENIED

SUPERINTENDENT OF SCHOOLS

DATE

BUSINESS ADMINISTRATOR / BOARD SECRETARY

DATE



THOMAS O'BRIEN
Fire Official

VOORHEES TOWNSHIP FIRE DEPARTMENT

2002 S. Burnt Mill Road
Voorhees, N.J. 08043-9520
Phone: (856) 783-6630 X 4049
Email: PERMITS@vtfd66.org

**ALL PERMITS NEED TO BE SUBMITTED & PAID (15) FIFTEEN
DAYS PRIOR TO EVENT**

APPLICATION FOR PERMIT

**THIS PERMIT MUST BE COMPLETED AND SUBMITTED TO THE FIRE DEPARTMENT PRIOR TO
YOUR FUNCTION. NO PERMIT SHALL BE ISSUED WITHOUT PAYMENT**

The Uniform Fire Codes States:

"Permits shall be required, and obtained from the local enforcing agency for the activities specified in this section, except where they are an integral part of a process of activity by reason of which a use is required to be registered and regulated as a life hazard use. Permits shall at all times be kept in the premises designated therein and shall at all times be subject to inspection by the fire official." [N.J.A.C. 5:70-2.7 (a)].

Date of Application: _____ Date of Event: _____
Location of Activity: _____ Time(s): _____
Approximate attendance: _____ Ages (If children): _____
Applicant name: _____ Address: _____
Organization name: _____ Phone number: _____
Contact Person: _____ Phone #: _____ Email: _____

The above named applicant hereby requests permission to conduct the following activity at the above indicated location:

Will you be storing or handling any propane or any other fuel products? If so where and how much:

Will you be using any displays, props, etc?: _____

Please be advised that any exit or means of egress **cannot** be blocked at anytime. An inspection may be conducted before and/or during your event to ensure compliance.

If there are multiple vendors at your activity each vendor must fill out and complete this form and submit the permit fee if applicable. (This may include a floor plan and/or applicable business licenses)

I (we) hereby acknowledge that I (we) have read this application, that the information given is correct, and that I (we) are the owner, or duly authorized to act on the owner's behalf and as such hereby agree to comply with the applicable requirements of the fire code as well as any specific conditions imposed by the fire official.

Applicant Signature

Fire Official Signature

PERMIT REQUIRED	
YES: _____	NO: _____
PERMIT#: _____ CHK/PO#: _____	

Permit Fee Amount _____ Permit Type _____
SITE INSP

DATE/TIME: _____

FIRE DEPT SIGNATURE: _____

PASSED _____ FAILED _____

VOORHEES TOWNSHIP FIRE DEPARTMENT PERMIT INFORMATION

FIRE SAFETY PERMIT TYPES AND FEES

Permits shall be required, and obtained from the Voorhees Township Fire Department for the activities specified in this section, except where they are an integral part of a process or activity by reason of which a use is required to be registered and regulated as a life hazard use. Permits shall at all times be kept in the premises designated therein and shall at all times be subject to inspection by the Fire Official. All permits must be paid prior to the activity. **(UPDATED APRIL 2018)**

TYPE 1 PERMITS

\$100.00

Bonfires

The use of a torch or flame-producing device to remove paint from, or seal membrane roofs on, any building or structure.

The occasional use of any non-residential occupancy other than Use Groups F, H, or S for group overnight stays or persons over 2 ½ years of age, in accordance with section F-709.0 of the Fire Prevention Code.

Individual protable kiosks or displays when erected in a covered mall for a period of less than 90 days, and when not covered by a Type 2 permit.

The use of any open flame or flame-producing device, in connection with any public gathering, for the purposes of entertainment, amusement, or recreation.

Welding or cutting operations except where the welding or cutting is performed in areas approved for welding by the Fire Oddicial and is registered as a type B life hazard use.

The possession or use of explosives or blasting agents, other than model rocketry engines regulated under N.J.A.C. 12:194.

The use of any open flame or flame producing device in connection with the training of non-fire service personnel in fire suppression or extinguishments procedures.

The occasional use in any building of a multipurpose room, with a maximum permitted occupancy of 100 or more for amusement, entertainment, or mercantile type purposes.

The storage or handling of class 1 flammable liquids in closed containers or aggregate amounts of more than 10 gallons, but not more than 660 gallons inside a building, or more than 60 gallons, but not more than 660 gallons outside a building.

The storage or handling of class 11 or 111A combustibile liquids in closed containers or aggregate amounts of more than 25 gallons, but not more than 660 gallons inside a building, or more than 60 gallons, but not more than 660 gallons outside a building.

Any permanent cooking operation that requires a suppression system in accordance with N.J.A.C. 5:70-4.7(g) and is not defined as a life hazard use in accordance with N.J.A.C 5:70-2.4.

The use as a place of public assembly, for a total of not more than 15 days in a calendar year, of a building classified as a commercial farm building under the Uniform Construction Code.

TYPE 2 PERMITS

\$400.00

Bowling lane resurfacing and bowling pin refinishing involving the use and application of flammable liquids or materials.

Fumigation or thermal insecticide fogging.

Carnivals and circuses employing mobile enclosed structures use for human occupancy.

The use of a covered mall in any of the following manners:

1. Placing or construction temporary kiosks, display booths, concession equipment or the like in more than 25 percent of the common area of the mall.
2. Temporarily using the mall as a place of assembly.
3. Using open flame or flame devices.
4. Displaying liquid or gas fuel powered equipment; or
5. Using liquefied petroleum gas, liquefied natural gas, or compressed flammable gas in container exceeding fire pound capacity.

TYPE 2 PERMITS PROPANE EXCHANGE

720 pounds or less	\$166.00
721 pounds or 2,500 pounds	\$355.00

TYPE 3 PERMITS \$600.00

Industrial processing ovens or furnaces operating at approximately atmospheric pressures and temperatures not exceeding 1,400 degrees Fahrenheit which are heated with oil or gas fuel or which contain flammable vapors from the product being processed.

Wrecking yards, junk yards, outdoor used tire storage, waste material handling plants, and outside storage of forest products not otherwise classified.

The storage or discharging of fireworks.

TYPE 4 PERMITS \$800.00

Storage or use at normal temperature and pressure of more than 2,000 cubic feet of flammable compressed gas or 6,000 cubic feet of nonflammable compressed gas.

The production or sale of cryogenic liquids; the storage or use of more than 10 gallons of liquid oxygen, flammable cryogenic liquids or cryogenic oxidizers; or the storage of more than 500 gallons of nonflammable, non-toxic cryogenic liquids.

The storage, handling, and processing of flammable, combustible, and unstable, liquids in closed containers and portable tank in aggregate amounts of more than 660 gallons.

To store or handle (except medicines, beverages, foodstuffs, cosmetic, and other common consumer items, when packaged according to commonly accepted practices):

1. More than 55 gallons of corrosive liquids
2. More than 500 pounds of oxidizing materials
3. More than 10 pounds of organic peroxides
4. More than 500 pounds of nitromethane
5. More than 1,000 pounds of ammonium nitrate
6. More than one micocurie of radium not contained in a sealed source
7. More than one millicurie of radium or other radiation material in a sealed source or sources
8. Any amount of radioactive materials for which a specific license from the Nuclear Regulatory Commission is required
9. More than 10 pounds of flammable solids

The melting, casting, heat treating, machining, or grinding of more than 10 pounds of magnesium per working day.

EASTERN HIGH SCHOOL'S CONCUSSION POLICY & GUIDELINES FOR RETURN TO COMPETITION

At the direction of our school physician, Dr. David Hassman, and adopted by the Eastern Camden County Board of Education, Eastern High School follows the concussion guidelines set forth by the Zurich Concussion Consensus Statement¹ and the NJSIAA² as follows:

RETURN TO PLAY GUIDELINES

At any time during a practice or game that a student athlete experiences any sign(s)/symptom(s) of a concussion he/she will not be allowed to return to play/practice that day.²

First time concussed athletes with no loss of consciousness and signs/symptoms lasting less than 7 days may return to play when he/she meets the following criteria:

1. Asymptomatic (with no use of medications to mask headache or other symptoms).
2. Completion of the Zurich Activity Progression (see below). This may begin once the athlete is asymptomatic for 24 hours and medically cleared to do so.
3. ImPACT scores return to within normal limits of baseline (if applicable).

Any loss of consciousness, signs/symptoms lasting 7 days or longer, or repeat concussions will require a minimum 7 day asymptomatic period and medical clearance before beginning the Zurich Activity Progression and will be managed on an individualized basis as approved by the school physician. The asymptomatic period for any concussion may be extended at the discretion of the Eastern physicians and athletic trainer.

NJ state law states that only a physician trained in the management of concussions may clear an athlete to resume to physical activity and sports. Physician clearance notes inconsistent with the concussion policy may not be accepted and such matters will be referred to our school physician.

ZURICH RETURN TO ACTIVITY PROGRESSION

We follow a stepwise activity progression based on recommendations in the Zurich Consensus Statement from the 3rd International Congress on Concussion in Sport¹ as follows:

- Step 1: Light aerobic exercise (i.e.: stationary bike, elliptical machine)
- Step 2: Moderate aerobic exercises (begin running program)
- Step 3: Functional exercises (increase running intensity, begin agilitys, non-contact sport-specific drills)
- Step 4: Non-contact practice activities
- Step 5: Full contact practice activities
- Step 6: Full game play

Each step is separated by 24 hours - If any symptoms occur, the athlete will drop back to the previous level and try to progress again after 24 hours of rest has passed.

IMPACT TESTING

All athletes are required to take pre-season baseline and post-concussion neurocognitive testing using the ImPACT[®] (Immediate Post Concussion Assessment and Cognitive Testing) software program to assist in the management of head injuries. The 20-minute program is set up in a "video-game" format. It tracks neurocognitive information such as memory, reaction time, brain processing speed and concentration. We conduct a post-concussive test when the athlete is asymptomatic and continue to test the athlete until their scores return to normal. Please note that this program is used only as a tool in making return to play decisions. Additional information about ImPACT[®] can be found at www.impacttest.com.

SPORTS-RELATED CONCUSSION AND HEAD INJURY FACT SHEET

A concussion is a brain injury that can be caused by a blow to the head or body that disrupts normal functioning of the brain. Concussions are a type of Traumatic Brain Injury (TBI), which can range from mild to severe and can disrupt the way the brain normally functions. Concussions can cause significant and sustained neuropsychological impairment affecting problem solving, planning, memory, attention, concentration, and behavior.

The Centers for Disease Control and Prevention estimates that 300,000 concussions are sustained during sports related activities nationwide, and more than 62,000 concussions are sustained each year in high school contact sports. Second-impact syndrome occurs when a person sustains a second concussion while still experiencing symptoms of a previous concussion. It can lead to severe impairment and even death of the victim.

Legislation (P.L. 2010, Chapter 94) signed on December 7, 2010, mandated measures to be taken in order to ensure the safety of K-12 student-athletes involved in interscholastic sports in New Jersey. It is imperative that athletes, coaches, and parent/guardians are educated about the nature and treatment of sports related concussions and other head injuries.

The legislation states that:

- All Coaches, Athletic Trainers, School Nurses, and School/Team Physicians shall complete an Interscholastic Head Injury Safety Training Program annually.
- All school districts, charter, and non-public schools that participate in interscholastic sports will distribute annually this educational fact to all student athletes and obtain a signed acknowledgement from each parent/guardian and student-athlete.
- Each school district, charter, and non-public school shall develop a written policy describing the prevention and treatment of sports-related concussion and other head injuries sustained by interscholastic student-athletes.
- Any student-athlete who participates in an interscholastic sports program and is suspected of sustaining a concussion will be immediately removed from competition or practice. The student-athlete will not be allowed to return to competition or practice until he/she has written clearance from a physician trained in concussion treatment and has completed his/her district's graduated return-to-play protocol.

QUICK FACTS	
<ul style="list-style-type: none"> • Most concussions do not involve loss of consciousness • You can sustain a concussion even if you do not hit your head • A blow elsewhere on the body can transmit an "impulsive" force to the brain and cause a concussion 	
SIGNS OF CONCUSSIONS (OBSERVED BY COACH, ATHLETIC TRAINER, PARENT/GUARDIAN)	SYMPTOMS OF CONCUSSION (REPORTED BY STUDENT ATHLETE)
<ul style="list-style-type: none"> • Appears dazed or stunned • Forgets plays or demonstrates short term memory difficulties (e.g. unsure of game, opponent) • Exhibits difficulties with balance, coordination, concentration, and attention • Answers questions slowly or inaccurately • Demonstrates behavior or personality changes • Is unable to recall events prior to or after the hit or fall 	<ul style="list-style-type: none"> • Headache • Balance problems or dizziness • Sensitivity to light/sound • Nausea/Vomiting • Double vision or changes in vision • Feeling of sluggishness or fogginess • Difficulty with concentration, short-term memory, and/or confusion

What Should a Student-Athlete do if they think they have a concussion?

- **Don't hide it** -- Tell your Athletic Trainer, Coach, School Nurse, or Parent/Guardian.
- **Report it** -- Don't return to competition or practice with symptoms of a concussion or head injury. The sooner you report it, the sooner you may return-to-play.
- **Take time to recover** -- If you have a concussion your brain needs time to heal. While your brain is healing you are much more likely to sustain a second concussion. Repeat concussions can cause permanent brain injury.

What can happen if a student-athlete continues to play with a concussion or returns to play too soon?

- Continuing to play with the signs and symptoms of a concussion leaves the student-athlete vulnerable to second impact syndrome.
- Second impact syndrome is when a student-athlete sustains a second concussion while still having symptoms from a previous concussion or head injury.
- Second impact syndrome can lead to severe impairment and even death in extreme cases.

Should there be any temporary academic accommodations made for Student-Athletes who have suffered a concussion?

- To recover cognitive rest is just as important as physical rest. Reading, texting, testing-even watching movies can slow down a student-athletes recovery.
- Stay home from school with minimal mental and social stimulation until all symptoms have resolved.
- Students may need to take rest breaks, spend fewer hours at school, be given extra time to complete assignments, as well as being offered other instructional strategies and classroom accommodations.

Student-Athletes who have sustained a concussion should complete a graduated return-to-play before they may resume competition or practice, according to the following protocol:

- **Step 1:** Completion of a full day of normal cognitive activities (school day, studying for tests, watching practice, interacting with peers) without reemergence of any signs or symptoms. If no return of symptoms, next day advance.

- **Step 2:** Light Aerobic exercise, which includes walking, swimming, and stationary cycling, keeping the intensity below 70% maximum heart rate. No resistance training. The objective of this step is increased heart rate.
- **Step 3:** Sport-specific exercise including skating, and/or running: no head impact activities. The objective of this step is to add movement.
- **Step 4:** Non contact training drills (e.g. passing drills). Student-athlete may initiate resistance training.
- **Step 5:** Following medical clearance (consultation between school health care personnel and student-athlete's physician), participation in normal training activities. The objective of this step is to restore confidence and assess functional skills by coaching and medical staff.
- **Step 6:** Return to play involving normal exertion or game activity.

For further information on Sports-Related Concussions and other Head Injuries, please visit:

www.cdc.gov/concussion/sports/index.html www.nfhs.com
www.ncaa.org/health-safety www.bianj.org www.atsnj.org

LIFESAVING JANET'S LAW

Acting to safeguard the lives of New Jersey's K-12 students, Governor Chris Christie signed "Janet's Law," requiring all public and non-public schools to have automated external defibrillators (AED) on site. In addition, the new law (A-1608), calls for schools to establish emergency action plans to respond to sudden cardiac events, in order to be as prepared as possible to deal with life-threatening emergencies. The law is named in memory of Janet Zilinski, an 11-year-old resident from Warren who died of sudden cardiac arrest following cheerleading squad practice.

"By signing Janet's Law, we hope to prevent other families from having to live through the shock and sorrow of unexpectedly losing a beloved child to an emergency cardiac situation," said Governor Christie. "This law ensures that our schools will be prepared by having the appropriate equipment and that designated staff is properly trained to handle these sudden events before, during and after school. I am proud to sign this law in memory of Janet and I thank her parents, Karen and Jim Zilinski, for their commitment and action taken in their daughter's name to help prevent other families from facing the same tragedy."

As a result of Janet's Law, all public and non-public schools, K-12, will have an automated external defibrillator on school property that is properly identified in an unlocked location beginning September 1, 2014. The defibrillator must be accessible during the school day as well as during school-sponsored athletic events or team practices and within reasonable proximity to the school athletic field or gymnasium.

A school's emergency action plan must contain a list of at least five school employees, team coaches or athletic trainers who have certifications in cardio-pulmonary resuscitation and the use of a defibrillator from either the American Red Cross, American Heart Association, or other training program recognized by the New Jersey Department of Health. Further, the detailed response procedure must identify the appropriate school official responsible for responding to the person experiencing the sudden cardiac event, calling 911, starting cardio-pulmonary resuscitation, retrieving and using the defibrillator, and assisting emergency responders in getting to the individual experiencing the sudden cardiac event.

PLEASE NOTE: *All organizations using Eastern Regional High Schools facility must be in compliance with Janet's Law during after school hours when Eastern's students are not present. Eastern Regional High School's Emergency Action Plan to respond to sudden cardiac events is located on our district web site (<https://www.eccrsd.us>) under Athletics.*

ASSEMBLY, No. 1608

STATE OF NEW JERSEY
215th LEGISLATURE

Sponsored by:

Assemblyman JON M. BRANNICK District 21 (Morris, Somerset and Union)
Assemblyman CRAIG J. COUGHLIN District 19 (Middlesex)
Assemblyman VINCENT PRIETO District 32 (Bergen and Hudson)
Assemblyman PATRICK J. DIEGNAN, JR. District 18 (Middlesex)
Assemblyman THOMAS P. GIBLIN District 34 (Essex and Passaic)

Co-Sponsored by:

Assemblymen Caputo, Wolfe, Benson, Assemblywomen Jasey and Watson Coleman

SYNOPSIS

"Janet's Law"; requires public schools to have automated external defibrillators for youth athletic events and to establish certain plans relating to sudden cardiac events.

CURRENT VERSION OF TEXT

As introduced.

AN ACT concerning automated external defibrillators for youth athletics, designated "Janet's Law," and supplementing Title 18A of the New Jersey Statutes.

BE IT ENACTED by the Senate and General Assembly of the State of New Jersey:

1. a. Notwithstanding the provisions of any law, rule, or regulation to the contrary, beginning on September 1, 2014, the board of education of a public school district that includes any of the grades kindergarten through 12 shall ensure that:

(1) an automated external defibrillator, as defined in section 2 of P.L. 1999, c.34 (C.2A:62A-24), identified with appropriate signage, is placed and made available in an unlocked location on school property, which is accessible during the school day and any other time in which a school-sponsored athletic event or team practice, in which pupils of the district are participating, is taking place and is within reasonable proximity of the school athletic field or gymnasium, as applicable;

(2) a team coach or other designated staff member if there is no coach, who is present during the athletic event or team practice, is trained in cardio-pulmonary resuscitation and the use of the defibrillator in accordance with the provisions of section 3 of P.L. 1999, c.34 (C.2A:62A-25). A school district shall be deemed to be in compliance with this requirement if a State-certified emergency services provider or other certified first responder is on site at the event or practice; and

(3) each defibrillator is tested and maintained according to the manufacturer's operational guidelines and notification is provided to the appropriate first aid, ambulance, or rescue squad or other appropriate emergency medical services provider regarding the defibrillator, the type acquired, and its location in accordance with section 3 of P.L. 1999, c.34 (C.2A:62A-25).

b. A school district and its employees shall be immune from civil liability in the acquisition and use of defibrillators pursuant to the provisions of section 5 of P.L. 1999, c.34 (C.2A:62A-27).

2. a. Notwithstanding the provisions of any law, rule, or regulation to the contrary, beginning on September 1, 2014, the board of education of a public school district that includes any of the grades kindergarten through 12 shall establish and implement an emergency action plan for responding to sudden cardiac events, including, but not limited to, those events in which the use of an automated external defibrillator may be necessary.

b. The emergency action plan required pursuant to subsection a. of this section, and in keeping with the provisions of section 1 of P.L. , c. (C.) (pending before the Legislature as this bill) shall also, at minimum, provide the following:

(1) a requirement that no less than five school faculty members successfully complete and hold a current certification from the American Red Cross, American Heart Association or other training program recognized by the Department of Health and Senior Services in cardio-pulmonary resuscitation and use of a defibrillator;

(2) a list of those school faculty members who hold current certifications in cardio-pulmonary resuscitation and use of a defibrillator, such list is to be made current at least once in each calendar year of each school year;

(3) written detailed procedures on responding to sudden cardiac events, including, but not limited to, who shall be responsible for responding to the individual in cardiac distress, calling emergency responders, starting cardio-pulmonary resuscitation, obtaining and using the automated external defibrillator, and assisting emergency responders in getting to the individual in cardiac distress; and

(4) any other requirement deemed relevant to responding to sudden cardiac events.

3. The State Board of Education, in consultation with the Commissioner of Health and Senior Services, and in accordance with the "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B-1 et seq.), shall adopt rules and regulations as may be necessary to implement the provisions of this act.

4. This act shall take effect immediately.

STATEMENT

This bill, which is designated "Janet's Law," is in memory of Janet Zilinski, an 11-year old who died of sudden cardiac arrest following a cheerleading squad practice. The provisions of this bill apply to athletic events and activities that take place through public schools.

Specifically, the bill requires public school districts that include any of the grades kindergarten through 12 to ensure that, beginning on September 1, 2014, an automated external defibrillator (AED), identified with appropriate signage, is placed and made available in an unlocked location on school property, which is accessible during the school day and any other time in which a school-sponsored athletic event or team practice, in which pupils of the district are participating, is taking place and is within reasonable proximity of the school athletic field or gymnasium.

The bill requires that a team coach, or other designated staff member if there is no coach, who is present during the athletic event or team practice, be trained in cardio-pulmonary resuscitation (CPR) and the use of an AED in accordance with the provisions of State law. A school district is deemed to be in compliance with this requirement if a State-certified emergency services provider or other certified first responder is on site at the event or practice. A public school district is also required to test and maintain each AED according to the manufacturer's operational guidelines and to provide notification to the appropriate first aid, ambulance, or rescue squad or other appropriate emergency medical services provider regarding the AED, the type acquired, and its location in accordance with current State law.

The bill also requires that a public school district establish and implement an emergency action plan for responding to sudden cardiac events, including, but not limited to, those events in which the use of an AED as may be necessary. The emergency action plan, in keeping with the provisions of section 1 of the bill shall also, at minimum, provide that: no less than five school faculty members successfully complete and hold a current certification from training programs recognized by the Department of Health and Senior Services in CPR and use of an AED; a list of those school faculty members who hold current certifications, such list is to be made current at least once in each calendar year of each school year; written detailed procedures on responding to sudden cardiac events; and any other requirement deemed relevant by the school district to responding to sudden cardiac events.

The bill directs the State Board of Education, in consultation with the Commissioner of Health and Senior Services, to adopt rules and regulations necessary for its implementation and provides that a school district and its employees shall be immune from civil liability in the acquisition and use of an AED pursuant to current law.