

HOWARD HIGH SCHOOL/ BIBB COUNTY ATHLETIC

EMERGENCY ACTION PLAN

The purpose of this document is to provide instructions to members of the Bibb County athletics departments in the event of a medical emergency regarding student athletes. Emergency situations can occur at any time during athletic participation, practice or games. An emergency is any sudden life-threatening injury or illness that requires immediate medical attention. The development and implementation of an emergency action plan will ensure that the best care will be provided.

All members of the athletic department who work directly with athletes are required to familiarize themselves with this plan. *An emergency plan must exist for all organized practices and competitions, including out of season, strength training and conditioning workouts.* Athletic personnel, most likely coaches, are usually in the position of potentially providing emergency medical services in the form of cardiopulmonary resuscitation and basic first aid. **All coaches should be required to have and maintain CPR/First Aid/AED certification annually.**

Components of the Emergency Plan

These are the basic components of every emergency action plan for athletics:

1. Emergency Personnel
2. Emergency Communication
3. Emergency Equipment
4. Roles of coaches and emergency personnel
5. Venue specific Emergency Action Plan

EMERGENCY PERSONNEL

With athletic practice and competition, the first responder to an emergency is typically a member of the coaching staff. The team physician and certified athletic trainer may not always be present at every organized practice or competition. Certification in cardiopulmonary resuscitation (CPR), first aid, prevention of disease transmission, and review of the emergency action plan is strongly recommended for all athletics personnel associated with practice, competitions, and strength and conditioning. The development of an emergency action plan is not complete without the formation of adequate personnel, which may consist of physicians, EMT's, certified athletic trainers and coaches. The role(s) that everyone play may vary depending on various factors such as the number of healthcare providers at the venue itself. There are four basic roles within the emergency team. The first and most important role is establishing safety of the scene and immediate care of the athlete. Acute care in an emergency should be provided by the most qualified individual on the scene. Individuals with lower credentials should yield to those with more appropriate training. The second role, EMS activation, may be necessary in situations where emergency transportation is not already present at the sporting event. This should be done as soon as the situation is deemed an emergency or a life-threatening event. Time is the most critical factor under emergency conditions. Activating the EMS system may be done by anyone on the team. However, the person chosen for this duty should be calm under pressure and communicate well over the telephone. This

person should also be familiar with the location and address of the sporting event. The third role, equipment retrieval, may be done by anyone on the emergency team who is familiar with the types and location of the specific equipment needed. Student athletic trainers, managers, and coaches are good choices for this role. The fourth role of the emergency team is that of directing EMS to the scene. One member of the team should be responsible for meeting emergency medical personnel as they arrive at the site of the emergency. Depending on ease of access, this person should have keys to any locked gates or doors that may slow the arrival of medical personnel. A student athletic trainer, manager, or coach may be appropriate for this role.

Roles within the Emergency Team

1. **Establish scene safety and immediate care of the athlete**
2. **Activation of the Emergency Medical System**
3. **Emergency equipment retrieval**
4. **Direction of EMS to scene**

Activating the EMS System

Making the Call:

- 9-911 (if available)
- Notify **Campus Police at (478)752-5236**
- Telephone numbers for local police, fire department, and ambulance service

Providing Information:

- Name, address, telephone number of caller
- Nature of emergency, whether 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 ("come to south entrance of coliseum")
- Other information as requested by dispatcher

** If non-medical, refer to the specific checklist of the emergency action plan*

When forming the emergency team, it is important to adapt the team to each situation or sport. It may also be advantageous to have more than one individual assigned to each role. This allows the emergency team to function even though certain members may not always be present.

EMERGENCY COMMUNICATION

Communication is the key to quick emergency response. Communication prior to the event is a good way to establish boundaries and to build a rapport between healthcare professionals. If emergency medical transportation is not available on site during a particular sporting event, then direct communication with the emergency medical system at the time of injury or illness is necessary. Access to a working telephone or other telecommunications device, whether fixed or mobile, should be assured. The communications system should be checked prior to each practice or competition to ensure proper working order. A back-up communication plan should be in effect should there be failure of the primary communication system. The most common method of communication is a public telephone. If available, a landline phone is preferred, as there are greater chances of communicating without signal interruption/ a dying cellular phone battery. At any athletic venue, whether home or away, it is important to know the location of a workable telephone. Pre-arranged access to the phone should be established if it is not easily accessible.

EMERGENCY EQUIPMENT

All necessary emergency equipment should be at the sports venue and should be easily accessible. Equipment should be in good operating condition, and personnel must be trained in advance to use it properly. Furthermore, emergency equipment should be checked on a regular basis and its use rehearsed for emergency situations. In addition, the emergency equipment should be appropriate for the level of training by those implementing its use. In most instances, emergency equipment will be made available through the local Emergency Medical Service (EMS) staff, providing access to the Spine Board, splinting equipment and other equipment necessary to treat acute injuries and or medical emergencies.

Medical Emergency Transportation

Emphasis should be placed on having an ambulance present at high-risk sporting events. If an ambulance is on site, there should be a designated location with rapid access to the site and a clear route for entering/exiting the venue. If an ambulance is not present at an event, entrance to the facility should be clearly marked and accessible. In the event of an emergency, the 911 system will be utilized for activating emergency transport. In a medical emergency, the primary survey assists the emergency care provider in identifying emergencies requiring critical intervention and in determining transport decisions. In the event of an emergency, the athlete should be transported by ambulance, where the necessary staff and equipment are available to deliver optimal care. Emergency care providers should refrain from transporting unstable athletes in inappropriate vehicles. Care must be taken to ensure that the activity areas are supervised should the emergency care provider leave the site in transporting the athlete. Any emergency where there is neurovascular compromise, impairment in the level of consciousness (LOC), or deteriorating signs in the maintenance of airway, breathing and circulation should be considered a “load and go” situation and emphasis placed on a speedy, yet thorough evaluation, treatment and transportation. To provide the best possible care for Bibb County athletes, all emergency trauma transport is to be sent to the nearest medical facility. In the event of a medical emergency at a visiting sporting contest, the student athlete will be transported to one of the nearest hospital facilities:

Macon, GA 31201
478-663-1000

Macon, Georgia 31210
478-757-8200

Coliseum Health System
350 Hospital Drive
Macon, GA 31217
(478)-765-7000

Non-Medical Emergencies

For the following non-medical emergencies: fire, bomb threats, severe weather and violent or criminal behavior, personnel will refer to the host school's policy and or contact 9-1-1 if appropriate, as soon as possible.

Conclusion

The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. An athlete's survival may hinge on how well trained and prepared athletic healthcare providers are. It is prudent to invest athletic department "ownership" in the emergency action plan by involving the athletic administration, coaches as well as sports medicine personnel. The emergency plan should be reviewed at least once a year with all athletic personnel, along with CPR and first aid refresher training. Through development and implementation of the emergency action plan, Piedmont Orthopedics helps to ensure that the athlete will have the best care provided when an emergency arises.

IN CASE OF EMERGENCY, DO THE FOLLOWING:

- I. PROVIDE EMERGENCY CARE (First Aid/CPR)
- II. Contact Emergency Medical Services
 - 911
- III. Provide the following information:
 - Your name
 - Exact location where injured
 - Where you will meet EMS
 - Number you are calling from
 - Number of injured individuals
- IV. Send someone to meet EMS
- V. If appropriate, retrieve medical equipment (i.e. AED)
- VI. Notify the sports medicine staff
- VII. Control crowd to keep person safe
- VIII. Staff member should accompany individual to emergency room

Contacting the Emergency Medical Service

Call 9-1-1 if an athlete...

- Is or becomes unconscious
- Has severe chest pain or pressure lasting more than a few minutes
- Has difficulty breathing (after several attempts to calm athlete)
- Has an absent pulse
- Is experiencing heat stroke
- Is experiencing shock
- Is experiencing diabetic shock or coma
- Is severely bleeding
- Has pain or severe pressure in the abdomen
- Is vomiting blood
- Has slurred speech, severe headaches or seizures lasting more than a couple of minutes
- Has a suspected head, neck or back injury
- Has an open/ displaced fracture
- Has been poisoned

Conditions that require immediate medical attention:

- Eye and dental injuries
- Fractures, dislocations and severe sprains

EMERGENCY CONTACT NUMBERS

Emergency Number	911	
Campus Police:	(478) 779-2040	
Coliseum Hospital:	(478) 765-7000	
Macon Northside:	(478) 757-8200	
Atrium Navicent Health:	(478) 633-1000	
Mid-Georgia Ambulance:	(478) 741-4141	
Team Physicians:	Piedmont Orthopedics:	(478) 474-2114
	Dr. Bill Barnes	
Head Athletic Trainers: Piedmont Orthopedics		
	Tee Spinks:	(478) 733-5952
	Heath Mills:	(478) 256-3111
Bibb County Athletic Director		
	Kevin Grooms	Office: (478) 765-8555
		Cell: (478) 258-3921
Howard Athletic Director		
	Latavia Coleman	Cell: (478) 284-8568
Howard Head Athletic Trainer		
	Kendell Wilson	Cell: (678) 815-7901
Bibb County Director of Risk Management		
	David Gowan	Office: (478) 765-8647
		Cell: (478) 390-1306
Bibb County Director of Transportation		
	Anthony Jackson	Office: (478) 779-2010
		Cell: (478) 365-5452

EMERGENCY PLAN QUICK REFERENCE FORM

High School Athletic Complex: Howard High School

Principal: Michael Scott

Athletic Director: Latavia Coleman

Call 911 with name, address, phone number, of individuals involved, condition of injured, first aid treatment, specific directions, and any other pertinent information.

☐ Individuals to be notified:

- Parents
- Administrators
- Other

Street Address: 6400 Forsyth Rd. Macon GA. 31210

Phone Numbers: (478) 779-4850

Athletic Director: Latavia Coleman Office: (478)779-4842 / Cell: (478) 284-8568

Emergency Phone Numbers: EMS, FIRE, Police: DIAL 911

Venue Directions: From I-475: exit and turn right on Zebulon Rd exit if coming from Valdosta or left if coming from Atlanta. Go to Bass Rd and turn left. At the first light, turn left onto Forsyth Rd. The school is approximately 1 mile on your left.

From I-75: exit and turn right onto the Bass Rd exit if coming from Atlanta or left if coming from Savannah/Valdosta. Go to Forsyth Rd. and turn right. The school is approximately 1 mile on your left.

Emergency Personnel Available at Venue: (Responsible for Immediate care of injured)

First Aid/CPR Certified Personnel:

CPR Trained Personnel: Latavia Coleman, etc.

LOCATION OF NEAREST AED: Howard High Gym, Howard Field House, Howard front office (nurses station)

Person (s) responsible for directing EMS to scene :(Opening gates, scene control, etc.)

Latavia Coleman, etc.

Basic Emergency Response Team:

Latavia Coleman (AD), etc.

AUTOMATED EXTERNAL DIFIBRILLATOR (AED)

Athletic Department Plan
Bibb County School District
School: Howard High School

Sport: _____

PRACTICE PLAN

In the event of the need for an AED during practice

- Responsible person for obtaining the AED when needed: _____
- Back-up person responsible for obtaining the AED: _____
- Location of the AED: Gym () & Front office (Nurses Station)
- Estimated time from practice area to location of AED: 1 minute
- Full accessibility to the location of the AED? Yes
- Keys needed for accessibility. If so, who has them? Yes, All Personnel
- Is an AED on-site for practice? Yes
- Are all coaches trained in the use of the AED? Yes
- List the names of the AED trained coaches _____
- Responsible person for returning the AED to primary location? _____

HOME GAME PLAN

In the event of the need for an AED during a home game

- Is an AED on-site for home games? Yes
- Responsible person for obtaining the AED when needed: EMS
- Back-up person responsible for obtaining the AED: EMS
- Location of the AED: EMS or Press Box
- Estimated time from game area to location of AED: 1 minute
- Full accessibility to the location of the AED? Yes
- Keys needed for accessibility. If so, who has them? Yes EMS & Athletic Director
- Responsible person for returning the AED to primary location? EMS & Athletic Director

AWAY GAME PLAN

- Do you take an AED with you to away games? Yes, If needed
- If so, who is the responsible person for the AED? _____
- If not, who is the responsible person to inquire at the site about one? _____

COVID-19 PROTOCOL

The Howard athletic department, campus athletic coordinators and licensed athletic trainers have put together the following Safety Protocols for Howard return to school in accordance with Georgia High School Athletic guidelines. The purpose of this document is to provide safe instructions and protocols for all athletic activities during the school day as well as before and after school. The health and safety of our student athletes is our number one priority, and the following guidance is based on what is currently known about the coronavirus disease (COVID-19).

Athletics will continue to work closely with the GHSA, Piedmont, campus administration, the State of Georgia, and health officials, so timely and accurate information can guide appropriate responses. Local conditions will influence the decisions that public health officials make regarding community level strategies.

We will expect staff and athletes to conduct themselves as if they are contagious. The policies in our plan are designed to minimize risk to yourself and others. It is vital for the health and safety of everyone that our athletes and staff are fully conscious of this at all times and take responsibility for following these guidelines seriously.

II. Key Principles

- a. Limiting personal interaction – face-to-face interaction and person-to-person contact will be limited to essential activities that cannot be performed in an alternative (virtual or remote) fashion. When such activities are required, social distancing and other infection-spreading mitigating measures will be emphasized.
- b. Hygiene – hand washing will be emphasized before, during and after team activities when practicable.
- c. Cleaning and sanitation routine and enhanced cleaning and sanitation measures will be implemented.
- d. Safe access to facilities – facility entry and exit points will be coordinated to minimize personal interaction and facilitate social distancing.
- e. Screening procedures for student athletes – daily symptom screening assessment will be required of student athletes. Temperature checks will be done as needed.

SEVERE WEATHER POLICY

Lightning

1. If a severe weather watch or warning is issued you should not be outdoors.
2. If a warning is issued, immediately evacuate all personnel to a safe structure. _____ will issue the warning based on PerryWeather. The student athletes will immediately report to the athletic field house. Once all students are in the field house _____ will take attendance.
3. The students will remain in the field house until he issues a statement that it is safe to resume outdoor activities
4. GHSA Lightening is included in the document.

Tornado / High Wind

1. If a watch is issued, the media will issue instructions from the National Weather Service Center. Be aware that there can be a sudden change without advance warning. Outside activity must be canceled during a tornado watch. _____ will monitor weather reports
2. If a warning is issued, _____ will immediately cancel all outside activities and all students will immediately report to the field house. _____ will take roll.
3. The students will remain in the field house until _____ issues a statement that it is safe to resume outdoor activities.

Heat

1. _____, and _____ will monitor and record the Wet Bulb Globe Temperature (WBGT).
2. Approximately thirty (30) minutes prior to the start of the activity, the WBGT reading should be taken at the practice or competition site.
3. In addition, a scientifically approved instrument that measures the WBGT should be utilized at the practice or competition site and readings should be taken at approximately thirty (30) minute intervals.
4. The information should be recorded on the attached GHSA form, and these records shall be available for inspection upon request. Each head coach and/or designee will be required to submit this form to his or her local Athletic Director daily.
5. If a reading is determined whereby activity is to be decreased (at or above 82.0 WBGT) then re-readings would be taken approximately every thirty (30) minutes to determine if further activity should be eliminated or preventative steps taken, or if an increased level of activity can resume.

HEAT GUIDELINES

All coaches/sponsors of sports/activities that occur during periods of extreme heat are required to follow the Bibb County School District Extreme Heat Guidelines:

GUIDELINES FOR OUTDOOR EXTRACURRICULAR ACTIVITIES

DURING EXTREME HOT AND HUMID WEATHER

For all High Schools

* The head coach of each of these teams (football, flag football, cross-country, marching band and softball) will hold a parent meeting prior to the first practice. Among the other issues, the BCSD guidelines for outdoor extracurricular activities during extreme hot and humid weather must be shared. Coaches should have parents sign the form and should keep them on file for the season. No student should be outside on the practice field without a signed form on file.

* Each school shall have and use a digital psychrometer for the following activities: football, flag football cross-country, band and softball. The digital psychrometer is used to measure the Wet Bulb Temperature (WBT), which is derived by evaluating the combined dry air temperature, humidity, ground radiated heat and the wind speed at that location. Conditions are subject to change during the practice/activity; therefore, measurements should be taken at regular intervals throughout the practice/activity. (Every 30 minutes) Measurements should be taken at the practice/activity site.

a. All Activities: Monitor and follow all guidelines.

b. Will be required to measure and document the Wet Bulb Temperature (WBT) at least through the month of September, during football spring practice in May, and other times when conditions warrant. This can be done by the school athletic administrator, athletic trainer or a football coach. A reading should be done every 30 minutes and recorded on the district provided form. These forms will be kept on file at the school throughout the season.

* Practices (prior to school starting) and/or games should be held early in the morning and later in the evening to avoid times when environmental conditions are generally more severe. Once school begins, athletes in the outdoor sports shall be allowed to have water bottles with them during the day. If the students create a disruption with the water, the principal will have the discretion to appropriately deal with the situation.

* An unlimited supply of cold water should be available to participants during practices and games.

a. Coaches/Supervisors shall inform all students participating that cold water is always available or accessible and they will be given permission anytime he/she asks for water.

b. Hydration and fluid replacement is a daily process. Students should hydrate themselves before, during, and after practice. Meals should include an appropriate amount of fluid intake in addition to a healthy diet.

* Give adequate rest periods. Remove appropriate equipment or clothing when possible. Exposed skin cools more efficiently.

- a. Football players shall be allowed to remove helmets.
- b. Shoulder pads should be removed if conditions warrant.

* Gradually acclimatize participants to the heat.

- a. Research indicates 80% acclimatization may be achieved in 7-10 days but could take up to 14 days. In some cases, it may take several weeks to become fully acclimated.
- b. The length and intensity of practice should be adjusted according to the WBT until acclimatization occurs.

* Athletic participants should weigh in before practice and weigh out after to monitor water loss to identify those who are becoming dehydrated. (REQUIRED FOR FOOTBALL through Sept.; Optional for other sports) A 3% weight loss chart is included in this packet. Loss of 3% or 3 pounds of total body weight will result in suspension of participation until the weight has been regained. All exclusions will be documented, and that athlete will be identified as high risk.

* Participants should wear clothes that are light in weight and color.

* Students who need careful monitoring include:

- a. Overweight students
- b. Weight control problems (fluctuation)
- c. Those taking over the counter and prescription medication
- d. Students who have done absolutely no exercise at all

* Be familiar with all heat related symptoms and corresponding treatments.

* Be familiar with any emergency and 911 procedures.

* Be familiar with the Wet Bulb Temperature Chart and utilize guidelines determining length of practice and rest periods.

* Any directives from the District Office must be strictly followed.

* If an athlete's doctor informs the coaching staff or athletic trainer in writing that the athlete has suffered a heat-related illness during the season, the athlete MAY NOT participate until the doctor clears the athlete in writing.

1. BY-LAW 2.67 – “Practice Policy for Heat and Humidity

Schools must follow the statewide policy for conducting practices and voluntary conditioning workouts in all sports during times of extremely high heat and/or humidity that will be signed by each head coach at the beginning of each season and distributed to all players and their parents or guardians. The policy shall follow modified guidelines of the American College of Sports Medicine in regard to:

1. The scheduling of practices at various heat/humidity levels
2. The ratio of workout time to time allotted for rest and hydration at various heat/humidity levels
3. The heat/humidity level that will result in practice being terminated

GEORGIA HIGH SCHOOL ATHLETIC ASSOCIATION HEAT INDEX MEASUREMENT AND RECORD

WBGT READING

ACTIVITY GUIDELINES & REST BREAK GUIDELINES

UNDER 82.0

Normal activities provide at least three separate rest breaks each hour of minimum duration of 3 minutes each during workout.

82.0 - 86.9

Use discretion for intense or prolonged exercise; watch at-risk players carefully; provide at least three separate rest breaks each hour of a minimum of four minutes duration each.

87.0 - 89.9

Maximum practice time is two hours! (For football): players restricted to helmet, shoulder pads, and shorts during practice. All protective equipment must be removed for conditioning activities. For all sports: Provide at least four separate rest breaks each hour of a minimum of four minutes each.

90.0 - 92.0 - Maximum length of practice is one hour, no protective equipment may be worn during practice and there may be no conditioning activities. There must be 20 minutes of rest breaks provided during the hour of practice.

OVER 92 – NO OUTDOOR WORKOUTS; Cancel exercise; delay practices until a cooler WBGT reading occurs

COMBATING HEAT STROKE

1. Each athlete should have a complete physical examination with medical history and an annual health history update. The history of previous heat illness and type of training activities before organized practices should be included.
2. Acclimatize athletes to heat gradually by providing graduated practice sessions for the first seven to 10 days and other abnormally hot or humid days.
3. Know both the temperature and the humidity since it is more difficult for the body to cool itself in high humidity. Use of digital psychrometer is required to measure the relative humidity. Anytime the wet-bulb-temperature (WBT) is over 73 degrees, practice should be altered (refer to the Wet Bulb Temp Chart). When the WBT reaches 82 degrees, no outdoor practice is allowed.
4. Even though the Wet Bulb Temp (WBT) is within safe parameters, use extreme caution whenever the outside temperature is 90 degrees or higher.
5. Adjust activity level and provide frequent rest periods. Rest in cool, shaded areas with some air movement and remove helmets and loosen or remove jerseys. Rest breaks should be followed as listed on the WBT chart.
6. Provide adequate cold water replacement during practice. Water should always be available in unlimited quantities. Give water regularly.
7. Coaches should not provide salt tablets.
8. Athletes should weigh each day before and after practice with weight charts kept and checked. This is required for football, optional for the other sports. Generally, a 3% body weight loss through sweating is safe, but a 5% loss is in the danger zone.
9. Clothing is important, and a player should avoid wearing long sleeves, long stockings and any excess clothing. Never allow use of rubberized clothing or sweat suits.
10. Some athletes are more susceptible to heat injury. These individuals are not accustomed to working in the heat, may be overweight or may be the eager athlete who constantly competes at his capacity. Athletes with previous heart problems should be watched closely.
11. Be familiar with the attached chart of heat illness symptoms and treatments.
12. Parents and coaches should continually remind each athlete of their responsibility of eating well and drinking plenty of water during the day prior to practices.
13. Athletes are to be continually reminded to let a coach know immediately if they feel different in the slightest way. A coach should then give them immediate attention.
14. Athletes should be made aware that they can get water AT ANY time they request it during a period of extreme heat.

GEORGIA HIGH SCHOOL ATHLETIC ASSOCIATION

HEAT INDEX MEASUREMENT AND RECORD

LIGHTNING DETECTORS

THE GHSA REQUIRES A LIGHTNING DETECTOR BE PRESENT AND OPERATIONAL AT ALL GHSA OUTDOOR COMPETITIONS.

GHSA BY-LAW 2.93 STATES THE FOLLOWING, (1) When a lightning detector indicates a dangerous situation, the game manager will notify the head official. At that point, play will be suspended and all participants will be sent to a place of safety (NOTE: if officials spot lightning before being notified, they may suspend play). (2) When the detector indicates that it is safe to resume play, the contest may resume in accordance with procedures published in the NFHS Rules Book.

The following operational guidelines apply to the operation of the Sky Scan detectors:

1. Each time Sky Scan detects a lightning stroke, it will emit an audible warning tone (must be switched on) and lights the RANGE INDICATOR column.
2. The full column will stay lit for approximately 3 seconds.
3. The single indicator corresponding to the range of the detected stroke will then blink for approximately 25 seconds. This feature allows you to quickly see the distance to the last, closest detected stroke without waiting for the SkyScan to detect a new stroke.
4. Since the average stroke of lightning is 6 miles long be aware that you are in immediate danger any time there is a detected lightning activity within 8-10 miles of your location.
5. The SkyScan can also detect lightning patterns that indicate the presence of severe storms that may produce dangerous winds, heavy rains and tornadoes. When Sky Scan detects these type storms, it activates the SEVERE THUNDERSTORM WARNING and emits a 15 second continuous audible alarm different from the normal lightning alarm. The SEVERE THUNDERSTORM WARNING will stay lit as long as there is a danger.
6. SkyScan is designed to operate in a vertical position.
7. The RANGE SELECT SWITCH allows you to choose the distance at which detected lightning strokes will trigger the AUDIBLE WARNING TONE. The instruction book recommends that you use the AUDIBLE WARNING TONE at the maximum range whenever possible.

(Those that have different detectors other than the SkyScan may have slightly different directions)

The following guidelines apply to the general use of the detectors:

1. A fully operational lightning detector is to be present at all outdoor athletic competitions.
2. If a school has athletic facilities that are not located on the campus, additional detector(s) will need to be purchased in the event of two games occurring at the same time.
3. An administrator (game manager) assigned to the event should be responsible for assuring that the detector is working and at the location.
4. If a school has more than one event taking place on the campus, the game manager should notify the other locations if detection is noted.
5. If a detection is noted at a competition on campus and there are other teams practicing outdoors, they are to be notified and advised to follow the same guidelines being followed at the game site.
6. It is the responsibility of the school athletic director to assure that the lightning detector(s) is working properly and has a charged battery.
7. Be aware that storms can form directly over your location, offering little or no advance warning. You must remember that SkyScan does not predict where the next lightning stroke might occur. Thunderstorms are unpredictable and should be considered extremely dangerous. Common sense and extreme caution should always be used when confronting lightning and thunderstorm activity.
8. If a detection occurs and the players are sent indoors, an announcement is to be made to the spectators advising them of the situation and requesting them to seek shelter as well. Accommodation will have to be made to allow for spectators to leave and re-enter in a situation such as this.
9. Administrators and coaches must know where the closest SAFE STRUCTURE or LOCATION is relative to the field or playing area, as well as the likely length of time it will take to move everyone to that area.
10. BACK-UP LIGHTNING DETECTION: (Known as the Flash to Bang method).
 - Count the seconds from the time the lightning is seen to when the clap of thunder is heard
 - Divide this number by five to obtain the distance in miles from the lightning strike

For example, if the observer counts 15 seconds between seeing the flash and hearing the bang, 15 is divided by 5 which equals 3. Therefore, the lightning flash is approximately 3 miles away. Team play should be halted, and all participants should seek shelter.

COMMAND CENTER AND COMMUNICATIONS FOR STADIUMS

The Press Box will be the command center at each stadium.

This will serve as hub for all communications for the event staff because of the vantage point for the entire venue. Each press box will be equipped with a landline telephone.

1. Make sure a copy of the school's emergency action plan and emergency venue layout is accessible.
2. Have a copy of the Crisis Management Teams contact information.
3. Make sure that the necessary police, security, medical, and fire personnel are present and aware of their duties and posts.
4. Make sure all event staff are aware of the command center location and have access to a working telephone, two-way radio, or cell phone.
5. Have pre-scripted public announcements ready and available to the announcer.
6. Be sure that game officials and coaches are aware of emergency contact procedures.
7. Survey the venue. Make sure all emergency equipment is in working order, properly marked, and accessible. Also, remove any hazards; check playing surface conditions, and survey weather conditions.
8. Have a brief pre-game safety meeting with your event staff. Try to involve the police, security, medical and fire personnel, game officials, etc. Establish/communicate any policies and general emergency procedures.

1. Contact the appropriate agency (police, fire, or medical) or call 911.
2. Contact the Crisis Management Team and activate the necessary emergency action plan procedure.
3. Communicate the situation with the game official and coaches.
4. Have the announcer calmly inform the spectators of the situation and procedures.
5. Designate a person(s) to meet the emergency response team and guide them to the scene.
6. Notify the hospital emergency room of the injury, especially if it is life threatening.
7. Designate any staff not involved in the care of victims to assist in crowd control.
8. Any student needing to go to the emergency room should be accompanied by a staff member if parents are unavailable.

Pre-Season Emergency Plan

Consult your school or school district's emergency action plan.

- ☐ ☐ Evacuations
- ☐ ☐ Lockdowns
- ☐ ☐ Shelter-in-place

Determine the Crisis Management Team and their contact information.

- ☐ ☐ Administrators competing schools (Principal, Athletic Director, etc.)
- ☐ ☐ Site Director / Contest Manager
- ☐ ☐ Security Personnel – Police and Fire Department
- ☐ ☐ Medical Personnel – EMT, MD

Develop a staffing plan.

- ☐ ☐ How many and what kind of staff do you need? (police, security, medical, etc.)
- ☐ ☐ Where are their posts? Where are problems likely to develop?

Find a location for a Command Center.

- ☐ ☐ Usually in the press box or in a nearby office with a land-line telephone.
- ☐ ☐ Constantly manned and accessible throughout the event.

Develop a communication plan.

- ☐ ☐ Nearest land-line telephones
- ☐ ☐ Two-way radios
- ☐ ☐ Cell phones
- ☐ ☐ Emergency announcement system (pre-scripted public announcements)
- ☐ ☐ Communication with the game officials and coaches

Develop a venue layout for emergencies.

- ☐ ☐ Command Center
- ☐ ☐ Evacuation routes and/or safe havens
- ☐ ☐ Emergency vehicle entrance/route/parking/triage area
- ☐ ☐ Bomb blast buffer zone
- ☐ ☐ Where will the teams and game officials go in an emergency?
- ☐ ☐ Media briefing area

Prepare the venue.

- ☐ ☐ Locate fire hydrants, fire extinguishers, AEDs, etc.
- ☐ ☐ All exits should be properly marked.
- ☐ ☐ Emergency procedures and contacts posted at gates, concession stands, and restrooms.
- ☐ ☐ Prepare pre-game announcements and scoreboard messages regarding safety issues and procedures.

Conduct "Tabletop" Exercises.

- ☐ ☐ Involve as many of the event staff as possible. (Police, security, fire department, EMT, ticket-takers, score keepers, announcer, game officials, coaches, crowd workers, custodians, etc.)
- ☐ ☐ Walk/talk through as many scenarios as possible. (bomb threat, shooting, volatile weather, etc.).
- ☐ ☐ Discuss as many emergency procedures as possible. (evacuations, lockdowns, shelter-in-place, etc.)
- ☐ ☐ Make sure everybody knows their role and who they should contact.

Pre-Game Emergency Check-Up

_____ **Copy of school's emergency action plan is accessible.**

_____ **Crisis Management Team contact list**

- ☐ ☐ Administrators of opposing schools
- ☐ ☐ Site Director / Contest Manager
- ☐ ☐ Security Personnel – Police and Fire Department
- ☐ ☐ Medical Personnel – EMT, MD

_____ **Staffing plan**

- ☐ ☐ Necessary police, security, medical, and fire are present and are aware of their duties.
- ☐ ☐ Posts and potential problem areas are properly covered.

_____ **Command Center and communications**

- ☐ ☐ Hard-line telephones have been located and are working.
- ☐ ☐ Two-way radios are charged, in good working condition, and distributed.
- ☐ ☐ Pre-scripted emergency announcements have been given to the announcer.
- ☐ ☐ All cell phone information has been exchanged by the necessary individuals.
- ☐ ☐ Officials and coaches are aware of emergency contact procedures.

_____ **Layout of the venue**

- ☐ ☐ Emergency venue layout is accessible.

_____ **Venue walkthrough**

- ☐ ☐ All emergency equipment is in working order.
- ☐ ☐ Remove any hazards, check for playing surface conditions, and check weather conditions.
- ☐ ☐ All procedures have been made public to the spectators in visual and audio form.

_____ **Pre-Game Safety Meeting.**

- ☐ ☐ Involve as many of the event staff as possible. (Police, security, fire department, EMT, ticket-takers, score keepers, announcer, game officials, coaches, crowd workers, custodians, etc.)
- ☐ ☐ Discuss any questions about emergency procedures.

Game Emergency Plan

_____ **Contact the appropriate agency (police, fire, or medical) or call 911.**

_____ **Contact the Crisis Management Team and activate the necessary emergency action plan procedure (evacuation, lockdown, shelter-in-place, etc.)**

_____ **Communicate the situation with the game official and coaches.**

_____ **Have the announcer calmly inform the spectators of the situation and procedures.**

_____ **Designate a person(s) to meet the emergency response team and guide them to the scene.**

_____ **Notify the hospital emergency room if life threatening.**

_____ **Designate any staff not involved in care to assist in crowd control.**

_____ **Any student needing to go to the emergency room should be accompanied by a staff member if parents are unavailable.**

EMERGENCY INFORMATION

(To be posted in all football press boxes)

IN THE EVENT OF AN EMERGENCY: DIAL 911

NAME OF LOCATION: Thompson Stadium

SPECIFIC DIRECTIONS TO THIS LOCATION: From Gray Hwy to Thompson Stadium: turn right if coming from I-16 or left if coming from Gray onto Shurling Dr. Go approximately 1.5 miles and the stadium will be on the left. Ambulance should pass the stadium, go under the overhead walkway, and take a left. Go through the gate and enter the field area approx. 0.1 mile on left.

LOCATION OF NEAREST AED: EMS or Press Box

IN THE EVENT OF SEVERE LIGHTNING IN THE AREA:

Advise everyone to leave the area. Ask those who can return to their vehicles. If they do not have a vehicle, have an assigned area in the school they can report to (i.e. cafeteria, etc.)

IN THE EVENT OF TORNADOES IN THE AREA:

Advise everyone to leave the area. DO NOT advise them to return to their cars. Advise them to report to the assigned area of the school which is used for severe weather drills. DO NOT use any gym.

IN THE EVENT OF ANY OTHER EMERGENCY SITUATION WHICH COULD INCLUDE BOMB THREATS, SHOTS FIRED, RIOTS, ETC.:

Advise everyone to leave the area immediately. Advise them to return to their vehicles. If they do not have a vehicle or cannot safely get to it, an area of the school should be opened.

EMERGENCY CONTACTS:

Principal: Michael Scott: (478) 955-1094

Athletic Director: Latavia Coleman: (478) 284-8568

Assistant Principals: Chiquita Dinkins: (478) 550-3866

John Hankinson: (478) 318-3149

Director of Risk Management: David Gowan: (478) 765-8647

Director of Transportation: Anthony Jackson: (478) 779-2010

County Athletic Director: Kevin Grooms: (478) 258-3921

Campus Police: (478) 779-2040

Stadium Supervisor: Hezekiah Jackson: (478) 508-9430

Assistant: Charles Crawford: (478) 508-9445

Assistant: Carlton Jackson: (478) 508-9448

SAFETY AND EMERGENCY PUBLIC ADDRESS ANNOUNCEMENTS ***(READ ONLY ON CUE FROM GAME MANAGER/ADMINISTRATOR)***

Thrown Objects/Interfering Incidents

LADIES AND GENTLEMEN, THE GAME OFFICIALS, COACHES AND PLAYERS OF BOTH TEAMS HAVE BEEN DIRECTED BY OFFICIALS TO REMAIN OFF THE FIELD UNTIL SUCH TIME AS ORDER HAS BEEN RESTORED. PLEASE REFRAIN FROM THROWING OBJECTS ON TO THE FIELD, OR OTHER ACTIONS INTERFERING WITH THE GAME. THANK YOU.

Evacuation of Stadium/Gym

MAY I HAVE YOUR ATTENTION PLEASE. AT THIS TIME THE STADIUM/GYM WILL BE EVACUATED. PLEASE EXIT IN A CALM AND ORDERLY FASHION AND WATCH FOR OFFICERS AND USHERS FOR ASSISTANCE. AGAIN, AT THIS TIME THE STADIUM WILL BE EVACUATED. PLEASE EXIT IN A CALM AND ORDERLY FASHION AND WATCH FOR OFFICERS AND USHERS FOR ASSISTANCE.

Light System Fails

LADIES AND GENTLEMEN, WE ARE TEMPORARILY EXPERIENCING POWER OUTAGE. (If in gym--- EMERGENCY LIGHTS WILL PROVIDE FOR YOUR SAFETY.) GAME MANAGEMENT OFFICIALS ARE WORKING TO RESTORE POWER AS QUICKLY AS POSSIBLE. PLEASE REMAIN CALM AND REMAIN IN YOUR SEAT. YOUR COOPERATION IS APPRECIATED. THANK YOU.

Evacuation Sites for Stadiums EMERGENCY EVACUATION INSTRUCTIONS

(To be posted in all football, baseball, softball press boxes AND gyms)

(To be read by PA announcer)

SEVERE LIGHTNING IN THE AREA:

DUE TO THE SEVERE LIGHTNING, WE ARE ADVISING EVERYONE TO LEAVE THE AREA. PLEASE RETURN TO YOUR VEHICLES. IF YOU DO NOT HAVE A VEHICLE TO GO TO, (report to the assigned area of the school other than gyms) OF THE SCHOOL.

THREAT OF TORNADOES IN THE AREA:

DUE TO THE THREAT OF TORNADOES IN THE AREA, WE ARE ADVISING EVERYONE TO LEAVE THE AREA. PLEASE REPORT TO THE (Assigned area of the school other than gyms) OF THE SCHOOL

Any Other Emergency Situation Which Could Include Bomb Threats, Shots Fired, Riots, ETC.:

WE ARE ADVISING EVERYONE TO LEAVE THE AREA IMMEDIATELY. PLEASE RETURN TO YOUR VEHICLES. IF YOU DO NOT HAVE A VEHICLE TO GO TO, THE SCHOOL WILL BE OPENED. (Area of the school as defined by the administration or law enforcement).

Henderson Stadium----- Hartley Elementary School

Sports Complex----- Westside High School

Thompson Stadium----- Martin Luther King Elementary School

CRISIS MANAGEMENT

REGARDING A HAZARD IN THE COMMUNITY, WE ARE INSTITUTING SHELTER-IN-PLACE PROCEDURES. REMEMBER, THIS MEANS EVERYONE IS TO REMAIN INSIDE THE BUILDING AWAY FROM OUTSIDE AIR WITH WINDOWS AND DOORS SECURELY CLOSED AND AIR CONDITIONING UNITS TURNED OFF. ALL PEOPLE THAT ARE OUTSIDE ARE TO IMMEDIATELY MOVE TO THE PROTECTION OF AN INSIDE ROOM. AS SOON AS WE HAVE FURTHER INFORMATION, WE WILL SHARE IT WITH YOU.

EMERGENCY PROCEDURES

LOCKDOWNS

In the event of an emergency, it is recommended that the site director for a athletic activity have access to the school's emergency action plan as adapted to the athletic event.

This action is taken when the threat of violence or gunfire is identified or directed by law enforcement, and it is necessary to prevent the perpetrator(s) from entering occupied areas. During Lockdown, everyone is to remain in the venue or designated locations at all times.

- 1. Have the announcer make the following announcement on the PA system. If the PA system is not available, use other means of communication. The announcer should be calm, convey reassuring comments that the situation is under control and give clear directions.**
- 2. Inform the officials and coaches right away and give them proper instruction as to where to go.**
- 3. Have the event staff help bring people lingering nearby into the venue and guide everyone away from all doorways and windows. Be sure to check the restrooms for stragglers. You may want to direct people to a more secure area if you can do so safely (locker room, auditorium, library, cafeteria, gymnasium, etc.).**
- 4. Spectators, participants, and staff should remain in the venue or secured area until further instructions are given by school officials or law enforcement.**

YOUR ATTENTION PLEASE: WE HAVE AN EMERGENCY SITUATION AND NEED TO IMPLEMENT LOCKDOWN PROCEDURES. EVENT STAFF ARE TO LOCK THE VENUE DOORS AND KEEP ALL SPECTATORS AND PARTICIPANTS INSIDE THE VENUE UNTIL FURTHER NOTICE. DO NOT OPEN THE DOOR UNTIL NOTIFIED BY SCHOOL OFFICIALS OR LAW ENFORCEMENT. IF OUTSIDE OF THE VENUE, SPECTATORS, PARTICIPANTS, AND STAFF ARE TO PROCEED INSIDE AND AWAIT FURTHER INSTRUCTION. THANK YOU FOR YOUR COOPERATION.

EMERGENCY PROCEDURES SHELTER-IN-PLACE

This action is taken to place and/or keep spectators and participants indoors to provide a greater level of protection from airborne contaminants in the outside air. Shelter-in-Place is implemented when there is a need to isolate people from the outdoor environment and includes the shutdown of building HVAC systems. During Shelter-in-Place, no one should be exposed to the outside air.

- 1. Have the announcer make the following announcement on the PA system. If the PA system is not available, use other means of communication. The announcer should be calm, convey reassuring comments that the situation is under control and give clear directions.**
- 2. Inform the officials and coaches right away and give them proper instruction as to where to go.**
- 3. If the event is inside, the HVAC system needs to be shut down and all doors and windows need to be closed. The event may continue as planned, if it is safe to do so.**
- 4. If the event is outside, have the event staff help guide people into the nearest designated safe building. Again, be sure that the HVAC system is shut down and all doors and windows are closed.**
- 5. Everyone should remain in the venue or secured area until further instructions are given by school officials or law enforcement.**

SCHOOL SAFETY LAWS

In addition to everyday laws enforced in your community, which include schools, the State of Georgia has specific laws that apply directly to the school safety zone. By enforcing stricter penalties, these laws help schools to enforce rules that contribute to the overall safety of the school.

OCGA 20-2-1180: Loitering in a School Safety Zone. This statute requires visitors of a public or private school to check in at the designated location and give the reason for their visit. Use this law to stop gang members, drug dealers or other dangerous groups from operating near your school.

OCGA 20-2-1181: Disrupting a Public School. Removing disorderly individuals can help control dangerous behavior. This code section provides that any person who disrupts or interferes with the operation of a public school shall be guilty of a misdemeanor of a high and aggravated nature. Among other things, this is widely used for bomb threats.

OCGA 20-2-1182: Persons Other Than Students Who Insult or Abuse Teachers in the Presence of Pupils. Use this law to deal with parents, guardians or others who are not students at your school who insult, abuse, or upbraid teachers, administrators or bus drivers after being advised of the presence of minor children. Anyone who fails to leave the premises after being advised to do so is guilty of a misdemeanor.

OCGA 20-2-1184: Failure to Report Criminal Activity. This law requires that any teacher or other employee of a public or private school who has reasonable cause to believe that a student at that school has committed an act on school property or during any school function, which is prohibited by any of the following statutes: 16-5-21, 16-5-24, Chapter 6 of Title 16, 16-11-127, 16-11-127.1, 16-11-132 and 16-13-30, shall report the act to his or her immediate supervisor, who shall then notify the appropriate superintendent, the police authority, and district attorney. Any person who knowingly violates this code section will be guilty of misdemeanor.

OCGA 16-5-61: Hazing. This law prohibits any person to "haze" any student in connection with or as a condition or precondition of gaining acceptance, membership, office, or other status in a school organization. "Haze" means to subject a student to an activity which endangers or is likely to endanger the physical health of a student, regardless of a student's willingness to participate in such activity. Any person who violates this code section shall be guilty of a misdemeanor of a high and aggravated nature.

OCGA 16-11-127.1: Possession of a Weapon on or Within 1,000 Feet of a School. This statute provides penalties for possession of a wide range of weapons in the School Safety Zone. This can discourage carrying and using weapons.

OCGA 16-13-32.4: Drug-Free School Zones. This law states it is illegal to manufacture, distribute, dispense, or possess with intent to distribute a controlled substance or marijuana on or within a school safety zone. This law provides an additional charge to any person(s) who is already charged under OCGA 16-13-30.

OCGA 3-3-21.1: Possession of Alcoholic Beverages on Public School Grounds. This law makes it illegal to possess alcoholic beverages on any public-school grounds.

In addition to the laws described above, some penalties for other crimes committed upon schools' grounds against students or school personnel are enforced with stronger penalties, including greater minimum incarceration times. Examples of these crimes include, but not limited to, the various degrees of assault and battery crimes.

Georgia Emergency Management Agency School Safety Unit

Athletic Department Emergency Action Plan

The purpose of this document is to provide instructions to members of the Northeast High School Athletic Department in the event of a medical emergency involving a student-athlete. A medical emergency is any life-threatening injury or illness that requires immediate medical attention. Emergency situations can occur at any time during participation in athletic activities. Prompt and efficient action must be taken to provide the best possible treatment. This plan will help ensure that the best care is provided.

Members of the athletic department staff are required to familiarize themselves with this emergency action plan. There are times throughout the year when a certified athletic trainer (ATC) may not be present. In this event, it is imperative that those involved with student-athletes are familiar with the actions taken during a medical emergency.

Prior to the start of each athletic season, coaches will review the emergency plan in detail with the athletic trainer. The coach is responsible for knowing how to access the emergency plan. Emergency action plans will be posted at each athletic venue. A copy of the emergency action plan will be given to each coach. This should be kept accessible throughout the season. There are three basic components of the emergency action plan: emergency personnel, emergency communication and emergency equipment.

I. Emergency Personnel

The type of medical coverage for an event will vary depending on factors such as the sport setting and type of training or competition. Most athletic events a **Certified Athletic Trainer (ATC)** will be present. A **Physician (MD)** and **Emergency Medical Technicians (EMT)** will be present at varsity football games. Other members of the emergency action team may include **coaches, Athletic Director (AD), game management staff, security personnel and student athletic trainers**. The responsibilities of those individuals within the emergency medical team will vary depending on each person's medical training. Responsibilities of the emergency medical team may include but are not limited to:

A. Immediate Care of the Athlete

This will be performed by the highest trained medical professional on the scene of the injury. In most cases, this will be the ATC. If the ATC is not present, the coach will serve as the first responder. The first responder should be identified at the start of each athletic event.

B. Emergency Equipment Retrieval

This task can be performed by anyone on the emergency medical team that is familiar with the location and type of equipment needed.

C. Activation of Emergency Medical Services

EMS should be activated as soon as the situation is deemed an emergency or life-threatening event. The person who activates EMS needs to be calm, able to communicate clearly and familiar with the location of the athletic event. This person should not be the highest trained medical professional, as they should be tending to the injured athlete.

II. Emergency Communication

A. Activation of EMS

The ATC and or coach/AD should have a cellular phone with them at every practice and game session. Prior to the start of the activity, cell phones should be checked to ensure that there is service around the athletic event. Specific information regarding the location of land line telephones is included in the emergency action plans for each athletic venue. **EMS is activated by dialing 9-1-1.**

At varsity football games, EMS will be on-site. In this case, if EMS is needed, a signal (discussed in advance) will be used to summon EMS onto the field. If EMS is not present, please dial 9-1-1.

The following information should be provided to the dispatcher when calling EMS:

1. The number of injured athlete(s).
2. The condition of the athlete(s).
3. The care currently being provided.
4. The exact location where the injury occurred (specific directions are included in the emergency action plan for each venue).
5. The location of where a member of the emergency action team will meet the ambulance.
6. To ensure that the dispatcher has all the information that they need. **Only hang up after the dispatcher has hung up.**

EMS should be contacted before the ATC, if the ATC is not present at that venue or event. The ATC should only be contacted after EMS is activated if the covering ATC is not available. Coaches should use their cell phones to call the ATC on duty.

B. After EMS Activation

1. Meet the ambulance

Once EMS is activated, a member of the emergency action team (AD, security guard, police officer or game management staff) will go meet the ambulance at the designated location.

*Please note specific directions will be given for each venue in that venue's emergency action plan

2. Clear Players and Spectators

Coaches will oversee keeping members of the team and fans away from the injured athlete(s).

3. Accompany the Athlete

The parents or legal guardians if present will accompany the athlete(s) to the hospital. If the legal guardian is not present a coach from that team will accompany the athlete(s) to the hospital. **The coach accompanying the athlete must have that athlete's medical history form with them.**

4. Contact Parents or Legal Guardians

Once the athlete(s) is in the care of EMS, the coach, ATC or AD will contact the athlete's legal guardians. If the AD is not present, he or she should be notified if EMS is called.

III. Emergency Equipment

Depending on the location of the athletic event and the emergency personnel on-site, there will be different emergency equipment available. All events should have a medical kit with a CPR mask, non-latex gloves, biohazard bag, splinting materials and each athlete's medical history form. There is additional biohazard cleanup material located in the athletic training room. The athletic trainer will always have his/her medical kit with them containing a multitude of medical supplies, in order to effectively treat various injuries. There is a splint bag containing vacuum splints, crutches and other immobilizers that is kept on the golf cart during game days. During non-game days these items can be found in the athletic training room.

Automated External Defibrillator (AED)

The AED is located in the Howard Gym () or Howard Office (). When the ATC is present, the AED will be in the possession of the ATC. When the ATC is not present, coaches can obtain the AED from the field house or from a designated area on the field.

Emergency Phone Numbers

EMS 9-1-1 by cell phone or land line

Campus Police: (478)779-2040

Athletic Trainer: Kendell Wilson: (678) 815-7901

Tee Spinks: (478) 733-5952

Heath Mills: (478) 256-3111

Principal: Michael Scott: (478) 955-1094

Athletic Director: Latavia Coleman: (478) 284-8568

County AD: Kevin Grooms: (478) 258-3921

Director of Risk Management

David Gowan Cell: (478) 390-1306 / Office: (478) 765-8647

Director of Transportation

Anthony Jackson Cell: (478) 365-5452 / Office: (478) 779-2010

School Athletic Department Emergency Action Plan

Henderson Stadium

Emergency Personnel

Games/Meets: Coaches, ATC on-site, Security, Facilities Supervisor, AD (in most cases) and EMS/Physician will only be at varsity football games.

Varsity Football Games: Coaches, AD, ATC on-site, Security, Physician/EMS will only be at varsity football games.

Junior Varsity Football Games: Coaches, ATC on-site, Security and AD (in most cases).

Emergency Communication

Coach, ATC and AD will communicate by cell phone.

Emergency Equipment

Medical kits will be at all practices and games. Each team's medical kit should contain biohazard material, CPR mask, splints and medical history forms. At varsity football games EMS will have an AED. The ATC on-site has vacuum splints, AED and crutches on or near the field.

Emergency Procedures

1. Perform emergency first aid and CPR. This action will be performed by the emergency action team's highest trained medical profession on-site.
2. Call 9-1-1 or instruct assistant coach or another responsible adult to call. If the injury occurs during a varsity football game, and EMS is there, activate EMS onto the field by using the predetermined signal.
3. Provide specific information about the injury and how many are injured.
4. Give specific directions to the athletic venue:

From Pio Nono to Henderson Stadium: turn right onto Anthony Rd. (from Eisenhower Pkwy turn left). Henderson Stadium is approximately 1.8 miles on the right.

Note Enter through the gate on the left side of the stadium.

From Mercer University Dr. turn onto Anthony Road. The stadium will be approximately 0.2 miles on the left.

Note Enter through the gate on the left side of the stadium.

5. The ATC, AD or head coach should call (in that order) the legal guardian if they are not present at the game or practice venue.
6. Send an assistant coach, AD or security guard to meet the ambulance at the back parking lot, and make sure the appropriate gate is open. Then direct the ambulance to the scene of the injury.
7. The legal guardian will accompany the athlete to the hospital. If the legal guardian is not present the head coach or assistant will accompany the athlete to the hospital.
8. After the athlete is under the care of EMS, notify the ATC and the AD if he/she is not on-site

School Athletic Department Emergency Action Plan For Thompson Stadium

Emergency Personnel

Varsity Football Games: Coaches, ATC on-site, Security, AD (in most cases) EMS and the Team Physician.

Junior Varsity Football Games: Coaches, ATC on-site, Security and AD (in most cases).

Soccer Games: Coaches, ATC and AD on-site during games only

Emergency Communication

Varsity Football Games: Coaches, MD and ATC will communicate verbally during the game. MD and ATC will activate EMS by use of a predetermined signal to communicate an emergency or call 9-1-1 if EMS is not present.

Junior Varsity Football Games: Coaches, AD and ATC will communicate verbally during the game. EMS will be activated via a cell phone.

Soccer Games: Coaches and ATC will communicate verbally during the game. ATC and AD will communicate verbally or via cell. EMS will be activated via cell phone.

Emergency Equipment

Medical kits will be at all games. The team medical kit should contain biohazard material, CPR mask, splints and medical history forms. At varsity football games EMS will have an AED. The ATC on-site with vacuum splints and crutches on the golf cart during games.

Emergency Procedures

1. Perform emergency first aid and CPR. This action will be performed by the emergency action team's highest trained medical profession on-site.
2. Call 9-1-1 or instruct assistant coach or another responsible adult to call. If the injury occurs during a varsity football game, if present activate EMS onto the field by using the predetermined signal.
3. Provide specific information about the injury and how many are injured.
4. Give specific directions to the athletic venue:

From Gray Hwy to Thompson Stadium: turn right if coming from I-16 or left if coming from Gray onto Shurling Dr. Go approximately 1.5 miles and the stadium will be on the left. Ambulance should pass the stadium, go under the overhead walkway, and take a left. Go through the gate and enter the field area approx. 0.1 mile on left.

5. The ATC, AD or head coach should call (in that order) the legal guardian if they are not present at the game venue.
6. Send an assistant coach, AD or security guard to meet the ambulance at the lower entrance to the school before they enter the football field.
7. The legal guardian will accompany the athlete to the hospital. If the legal guardian is not present the head coach will accompany the athlete to the hospital.
8. After the athlete is under the care of EMS, notify the AD and ATC if he/she is not on-site

Practice Football Field Athletic Department Emergency Action Plan

Emergency Personnel

Football coaches, AD and ATC (in most cases)

Emergency Communication

Coaches/AD and ATC will communicate via cell phone

Emergency Equipment

Medical kits will be at all practices. The team medical kit should contain biohazard material, CPR mask, splints and medical history forms. The ATC on-site have vacuum splints and crutches.

Emergency Procedures

1. Perform emergency first aid and CPR. This action will be performed by the emergency action team's highest trained medical profession on-site.
2. Call 9-1-1 or instruct assistant coach or another responsible adult to call.
3. Provide specific information about the injury and how many are injured.
4. Give specific directions to the athletic venue:
5. The ATC, AD or head coach should call (in that order) the legal guardian if they are not present at the game venue.
6. Send an assistant coach to meet the ambulance at the entrance to the access road.
7. The legal guardian will accompany the athlete to the hospital. If the legal guardian is not present a coach will accompany the athlete to the hospital.
8. After the athlete is under the care of EMS, notify the AD and ATC if he/she is not on-site

Practice JV Football, Soccer, Softball, and Baseball Fields and Tennis Courts

Athletic Department Emergency Action Plan

Emergency Personnel

Junior Varsity Games: Coaches and ATC (on-site in most cases)

Practices: Coaches and ATC (on-site in most cases), AD only at some games.

Emergency Communication

Coaches and ATC will communicate via cell phone

Emergency Equipment

Medical kits will be at all practices. The team medical kit should contain biohazard material, CPR mask, splints and medical history forms. The ATC on-site have vacuum splints and crutches on the golf cart.

Emergency Procedures

1. Perform emergency first aid and CPR. This action will be performed by the emergency action team's highest trained medical profession on-site.
2. Call 9-1-1 or instruct assistant coach or another responsible adult to call.
3. Provide specific information about the injury and how many are injured.
4. Give specific directions to the athletic venue:
5. The ATC, AD or head coach should call (in that order) the legal guardian if they are not present at the game venue.
6. Send an assistant coach to meet the ambulance at the entrance to the access road that leads to the lower fields.
7. The legal guardian will accompany the athlete to the hospital. If the legal guardian is not present a coach will accompany the athlete to the hospital.
8. After the athlete is under the care of EMS, notify the AD and ATC if he/she is not on-site

Main Gymnasium Athletic Department Emergency Action Plan

Emergency Personnel

Varsity Basketball Games: Coaches, ATC and AD

Junior Varsity Basketball Games: Coaches and ATC (on-site in most cases)

Boys Practice: Coaches, ATC (on-site in most cases)

Girls Practice: Coaches only, ATC (on-site in most cases)

Varsity Volleyball Games: Coaches, ATC and AD

Girls Practice: Coaches only, ATC (on-site in most cases)

Cheer Practice/Games: Coaches only, ATC (on-site in most cases)

Emergency Communication

Coaches, ATC and AD will communicate via cell phone

Emergency Equipment

Medical kits will be at all practices and games. The team medical kit should contain biohazard material, CPR mask, splints and medical history forms. The ATC on-site will have vacuum splints, and crutches (during basketball games only). **The AED will be in the main office or gym during basketball season, unless the ATC has the AED at another event on school property during the fall season.** Splinting materials will be with the ATC during the fall season.

Emergency Procedures

1. Perform emergency first aid and CPR. This action will be performed by the emergency action team's highest trained medical profession on-site.
2. Call 9-1-1 or instruct assistant coach or another responsible adult to call.
3. Provide specific information about the injury and how many are injured.
4. Give specific directions to the athletic venue:
5. The ATC, AD or head coach should call (in that order) the legal guardian if they are not present at the game venue.
6. Send an assistant coach to meet the ambulance at the main entrance to the high school.

7. The legal guardian will accompany the athlete to the hospital. If the legal guardian is not present a coach will accompany the athlete to the hospital.
8. After the athlete is under the care of EMS, notify the AD and ATC if he/she is not on-site

Cheerleading Athletic Department Emergency Action Plan

Emergency Personnel

Coaches and ATC (in some cases)

Emergency Communication

Coaches, ATC and AD will communicate via cell phone

Emergency Equipment

Medical kits will be at all practices and games. The team medical kit should contain biohazard material, CPR mask, splints and medical history forms. **The AED will be stored in an AED case, located in the Mark Smith gym, unless the ATC has the AED at another event on school property during the fall season.** Splinting materials will be with the ATC during the fall season.

Emergency Procedures

1. Perform emergency first aid and CPR. This action will be performed by the emergency action team's highest trained medical profession on-site.
2. Call 9-1-1 or instruct assistant coach or another responsible adult to call.
3. Provide specific information about the injury and how many are injured.
4. Give specific directions to the athletic venue:
5. The ATC, AD or head coach should call (in that order) the legal guardian if they are not present at the game venue.
6. Send assistant coach or responsible athlete to meet the ambulance at the side access door to the high school.
7. The legal guardian will accompany the athlete to the hospital. If the legal guardian is not present a coach will accompany the athlete to the hospital.
8. After the athlete is under the care of EMS, notify the AD and ATC if he/she is not on-site.

School Athletic Department Action Plan For Soccer and Baseball Fields at Ed Defore Sports Complex

Emergency Personnel

Games and Practices: Coaches

ATC and AD only during games (in most cases)

Emergency Communication

Coaches, ATC and AD will communicate via cell phone

Emergency Equipment

Medical kits will be at all practices and games. The team medical kit should contain biohazard material, CPR mask, splints and medical history forms. The ATC on-site have vacuum splints, crutches and AED (during games) on the field.

Emergency Procedures

1. Perform emergency first aid and CPR. This action will be performed by the emergency action team's highest trained medical profession on-site.
2. Call 9-1-1 or instruct assistant coach or another responsible adult to call.
3. Provide specific information about the injury and how many are injured.
4. Give specific directions to the athletic venue:
5. The ATC, AD or head coach should call (in that order) the legal guardian if they are not present at the game venue.
6. Send an assistant coach to meet the ambulance at the entrance to the access road.
7. The legal guardian will accompany the athlete to the hospital. If the legal guardian is not present a coach will accompany the athlete to the hospital.
8. After the athlete is under the care of EMS, notify the AD and ATC if he/she is not on-site

School Athletic Department Emergency Action Plan For Football Stadium at Ed Defore Sports Complex

Emergency Personnel

Games/Meets: Coaches, ATC on-site, Security, Facilities Supervisor, AD (in most cases) and EMS/Physician will only be at varsity football games.

Varsity Football Games: Coaches, AD, ATC on-site, Security, Physician/EMS will only be at varsity football games.

Junior Varsity Football Games: Coaches, ATC on-site, Security and AD (in most cases).

Emergency Communication

Coaches, ATC and AD will communicate via cell phone

Emergency Equipment

Medical kits will be at all practices and games. The team medical kit should contain biohazard material, CPR mask, splints and medical history forms. The ATC on-site will have vacuum splints, crutches and AED (during games) on the field

Emergency Procedures

1. Perform emergency first aid and CPR. This action will be performed by the emergency action team's highest trained medical profession on-site.
2. Call 9-1-1 or instruct assistant coach or another responsible adult to call.
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8. After the athlete is under the care of EMS, notify the AD and ATC if he/she is not on-site