

M C D O N O U G H H I G H S C H O O L

# EMERGENCY

# ACTION

# PLAN

2 0 2 5 - 2 0 2 6

## Preface

*This plan is designed for but not limited to the use of all athletic department/Maurice J. McDonough personnel in caring for the injured whether they are a student-athlete, coach, administrator, or event spectator. Always refer to the main emergency plan for the school in the event of conditions or incidents not listed in the athletic plan.*

*Each venues specific emergency response plan identifies several ways in which EMS can be contacted and further help can be summoned. Some of the venues have a fixed telephone line that is easily accessible in case of an emergency, for those locations that do not, a cellular phone or walkie-talkie relay system will be used.*

*Prior to start of contest, the Maurice J. McDonough High School certified athletic trainer or coach should meet with visiting team coaches and visiting athletic trainers to review emergency procedures.*

**NOTE: In the event that a certified athletic trainer is not on site during an emergency due to coverage guidelines it is the coach's responsibility to initiate the Emergency Action Plan.**

## **Introduction**

Emergency situations may arise at any time during athletic events. Expedient action must be taken in order to provide the best possible care to the sport participant of emergency and/or life threatening conditions. The development and implementation of an emergency plan will help ensure that the best care will be provided.

As emergencies and athletic injuries occur at any time and during any activity, the sports medicine team must be prepared. Athletic organizations have a duty to develop an emergency plan that may be implemented immediately when necessary and to provide appropriate standards of emergency care to all sports participants. This preparation involves formulation of an emergency plan, proper coverage of events, maintenance of appropriate emergency equipment and supplies, utilization of appropriate emergency medical personnel, and continuing education in the area of emergency medicine and planning. Hopefully, through careful pre-participation physical screenings, adequate medical coverage, safe practice and training techniques and other safety avenues, some potential emergencies may be averted. However, accidents and injuries are inherent with sports participation, and proper preparation on the part of the sports medicine team should enable each emergency situation to be managed appropriately.

## **Components of the Emergency Plan**

These are the basic components of this plan:

1. Emergency Plan Personnel
2. Emergency communication
3. Emergency equipment
4. Roles of first responder
5. Venue directions with map
6. Emergency Action Plan checklist for non-medical emergency

## **Emergency Plan Personnel**

With athletic association practice and competition, the first responder to an emergency situation is typically a coach or a certified athletic trainer. The type and degree of sports medicine coverage for an athletic event may vary widely, based on such factors as the sport or activity, the setting, and the type of training or competition. Certification in cardiopulmonary resuscitation (CPR), first aid, prevention of disease transmission, and emergency plan review is required for all athletics head coaching personnel associated with practices, competitions, skills instruction, and strength and conditioning as well as the sports medicine staff. Head coaching personnel are responsible for implementation of emergency plan review among their staff.

The development of an emergency plan cannot be complete without the formation of an emergency team. Roles of these individuals within the emergency team may vary depending on various factors such as the number of members of the team, the athletic venue itself, or the preference of the on-site administrator/athletic trainer.

***All members of the emergency response team must make sure the athletic trainer, athletic director, and the principal are notified of any/all student-athletes taken to the Emergency Room, regardless of the transportation method.***

There are six basic roles within the emergency team.

1. Establishing safety of the scene and immediate care of the student-athlete. Acute care in an emergency situation should be provided by the most qualified individual on the scene (see appendix 1). Individuals with lower credentials should yield to those with more appropriate training. *(In the case of an athletic injury (i.e. football helmet/shoulder pad removal), the EMS provider should consider input from certified athletic trainers.*
2. 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 someone who is calm under pressure and who communicates well over the telephone. This person should also be familiar with the location and address of the sporting event.
3. Emergency 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.
4. 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. An Administrator, Athletic Director, Coach or Custodial will be appropriate to direct EMS.
5. Student Emergency Cards. Coaches must have student emergency cards during all practice and game events. Athletic Director should also have access during home events.
6. Emergency Transportation. If Parent/Guardian is not present, either the Coach, Athletic Director, or Administrator, and lastly Athletic Trainer, will travel to local Hospital with student athlete. Parents/Guardian will be notified which hospital the student athlete was transported to.

#### **Roles within the Emergency Team**

1. Establish scene safety and immediate care of the student-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:**

- Press 'Outside Line', dial 9-911 (land-line telephone) or 911 (cellular)
- Notify Athletic Trainer, Athletic Director, Principal

### **Providing Information:**

- Name, address, telephone number of caller
- Nature of emergency
- Number of athlete(s)
- Condition of athlete(s)
- First aid treatment initiated by first responder
- Specific directions as needed to locate the emergency scene (example: "come to south entrance of football stadium")
- Other information as requested by dispatcher

The responding personnel will vary from venue to venue based on coverage guidelines depending on the availability of the athletic training staff. In order to cover all the venues on McDonough's campus that student-athletes may be present will require cooperation between many groups. All of the above groups are considered an integral part of all or some of the venue specific emergency response plans.

## **Emergency Communication**

Communication is the key to quick emergency care in athletic trauma injuries. All Maurice J. McDonough High School emergency team members and EMS medical personnel must work together to provide the best emergency response capability and should have contact information for emergency situations. Communication prior to the event is a good way to establish boundaries and to build rapport between both groups of 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. However, a cellular phone is preferred if available. 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**

Emergency equipment should be at the site and quickly accessible. Personnel should be familiar with the function and operation of each type of emergency equipment. Equipment should be in good operating condition, and personnel must be trained in advance to use it properly. Emergency equipment should be checked on a regular basis and its use rehearsed by emergency personnel. The emergency equipment available should be appropriate for the level of training for the emergency medical providers.

Emergency equipment at venue sites may include any or all of the following:

1. Automatic External Defibrillator (AED)
2. First Aid Supplies
3. Vacuum Splints
4. Emergency Blankets

It is important to know the proper way to care for and store the equipment as well. Equipment should be stored in a clean and environmentally controlled area. It should be readily available when emergency situations arise.

### **Transportation**

Emphasis is placed at having an ambulance on site at varsity football games, per the State of Maryland/Charles County Public Schools. The McDonough Athletic Department coordinates on-site ambulances for competition in varsity football with MEDIC. Ambulances may be coordinated on-site for other special events/sports, such as major tournaments or SMAC/MPSSAA regional or championship events. In the event that an ambulance is on site, there should be a designated location with rapid access to the site and a cleared route for entering/exiting the venue. Bryans Road Rescue Squad and Fire Department provides a First Responder service via MEDIC due to the proximity of the closest MEDIC station. In the event of an emergency, the 911 system (Outside line-911 on campus) will still be utilized for activating emergency transport via MEDIC.

In the emergency evaluation, the primary survey assists the emergency care provider in identifying emergencies requiring critical intervention and in determining transport decisions. In an emergency situation, the athlete should be transported by ambulance, where the necessary staff and equipment is available to deliver appropriate 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.

***No Student Athlete is to be transported by EMS without a parent/guardian or Charles County BOE Representative with them. When a parent cannot be located on-site a coach or staff member must go with them.***

### **Injury Reporting**

All coaches shall fill out injury/incident reports when the athletic trainer is not available or at an athletic event. The report shall be giving to the athletic trainer the following work day. They must contain: student name, date, sport, venue location, area of body injury occurred, type of treatment (i.e. ice, transported to ER)

### **Non-Medical Emergencies**

For the non-medical emergencies such as fire, bomb threats, and violent or criminal behavior, Charles County Schools' emergency action plan instructions will take affect and all athletes and event attendees should follow instructions accordingly.

**Conclusion**

The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. A student-athlete's well-being may hinge on how well trained and prepared athletic healthcare providers are. It is prudent to invest athletic department "ownership" in the emergency plan by involving all members of the emergency response team. 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 plan, the athletic department helps ensure that student-athletes and spectators will have the best care provided when an emergency situation does arise.

Bryans Road Rescue Squad and Fire Department, Charles County Sheriff's Department, will be sent the athletics master schedule to be knowledgeable of all McDonough sporting events.

Approved by  7/18/25  
Principal – Darnell Russell Date

Approved by  7/17/25  
Athletic Director – Pamela Thornton-Miller Date

Approved by \_\_\_\_\_  
Head Athletic Trainer – Michelle Ferguson Date

Approved by \_\_\_\_\_  
Coordinator of Students Activities – Rich Paule Date

Approved by \_\_\_\_\_  
Director of School Safety and Security – Jason Stoddard Date

Approved by \_\_\_\_\_  
Chief of School Administration and Leadership – Marvin Jones, Ed.D Date

## **Venue: Athletic Stadium:**

(Field Hockey, Football, Lacrosse, Soccer Games/Practice)

**Emergency Personnel:** Whenever possible, a certified athletic trainer will be on site for all practice and competitions; physician(s) are also available for football competitions (per availability), Bryans Road Rescue Squad; additional student athletic training students, coaching staff, administrators, Charles County Sherriff's Personnel for assistance and AED response.

**Emergency Communication:** Coaches cellular phone; Certified Athletic Trainers' cellular phone; walkie-talkie used for internal communications.

**Emergency Equipment:** First-Aid Kit with Trainers' Angel/Drill & Emergency Supplies (AED, vacuum splint kit) maintained behind home bench for all stadium events. AED is also located on the outside concession stand wall.

### **Emergency Response/Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete → Head Athletic Trainer or Coach
2. Activation of emergency medical system (EMS) → On-Site Administrator or Coach

### **Activating the EMS System**

#### **Making the Call:**

- Press 'Outside Line', dial 9-911 (land-line telephone) or 911 (cellular)
- Notify Athletic Trainer, Athletic Director, Principal

#### **Providing Information:**

- Name, address, telephone number of caller – Address is **7165 Marshall Corner Rd. Pomfret MD 20675**
- Nature of emergency
- Number of athlete(s)
- Condition of athlete(s)
- First aid treatment initiated by first responder
- Specific directions as needed to locate the emergency scene – see below
- Other information as requested by dispatcher
- **UPON EMS ARRIVAL, ASST. COACH SHOULD RETRIEVE EMERGENCY CARD FROM TEAM FIRST AID KIT AND PROVIDE IT FOR THE ATHLETE'S TRANSFER**

3. Emergency equipment retrieval → Coach or On-Site Administrator
4. Direction of EMS to scene
  - a. Open appropriate gates →
  - b. Designate individual to "flag down" EMS and direct to scene
  - c. Scene control – Limit scene to first aid providers and move bystanders away from area
5. If student is transported the Athletic Trainer, Coach, or Athletic Director will contact the appropriate parent or guardian.

**Venue Directions:** Enter McDonough High School campus from Marshall Corner Road using the first entrance on your Right or the second entrance on your Left. Proceed down the access road to the football field. Stadium gate access with be straight ahead.

**Venue Map:** See Appendix 3

**Venue:** Football Practice Field (first field on the right, just passed tennis courts)

**Emergency Personnel:** Whenever possible, a certified athletic trainer will be on site for all practice and competitions; physician(s) are also available for football competitions (per availability), additional student athletic training students, coaching staff, administrators, Charles County Sherriff's Personnel for assistance and AED response.

**Emergency Communication:** Coach's cellular phone, or Certified Athletic Trainer(s) cellular phone; walkie-talkie used for internal communications

**Emergency Equipment:** First-Aid Kit with Trainers' Angel/Drill, Emergency Supplies (AED, vacuum splint kit) maintained behind home bench

**Emergency Response/Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete → Head Coach or ATC
2. Activation of emergency medical system (EMS) → On-Site Administrator

**Activating the EMS System**

**Making the Call:**

- Press 'Outside Line', dial 9-911 (land-line telephone) or 911 (cellular)
- Notify Athletic Trainer, Athletic Director, Principal

**Providing Information:**

- Name, address, telephone number of caller – Address is **7165 Marshall Corner Rd. Pomfret MD 20675**
- Nature of emergency
- Number of athlete(s)
- Condition of athlete(s)
- First aid treatment initiated by first responder
- Specific directions as needed to locate the emergency scene – see below for directions
- Other information as requested by dispatcher
- **UPON EMS ARRIVAL, ASST. COACH SHOULD RETRIEVE EMERGENCY CARD FROM TEAM FIRST AID KIT AND PROVIDE IT FOR THE ATHLETE'S TRANSFER**

3. Emergency equipment retrieval → Coach or On-Site Administrator
4. Direction of EMS to scene
  - a. Designate individual to "flag down" EMS and direct to scene
  - b. Scene control – Limit scene to first aid providers and move bystanders away from area
5. If student is transported the Athletic Trainer, Coach, or Athletic Director will contact the appropriate parent or guardian.

**Venue Directions:** Enter McDonough High School campus from Marshall Corner Road using the first entrance on your Right or the second entrance on your Left. Proceed down the access road towards the athletic field. The football practice field is on your right after the tennis courts.

**Venue Map:** See Appendix 3

## Venue: Baseball Stadium

**Emergency Personnel:** Whenever possible, a certified athletic trainer will be on site for all practice and competitions; physician(s) are also available for football competitions (per availability), additional student athletic training students, coaching staff, administrators, Charles County Sherriff's Personnel for assistance and AED response.

**Emergency Communication:** Coaches or Certified Athletic Trainers' cellular phone; walkie-talkie used for internal communications

**Emergency Equipment:** Supplies (AED, vacuum splint kit) maintained on Gator or AED located on outside wall of concessions stand.

**Emergency Response/Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete → Head Coach or ATC
2. Activation of emergency medical system (EMS) → On-Site Administrator

### **Activating the EMS System**

**Making the Call:**

- Press 'Outside Line', dial 9-911 (land-line telephone) or 911 (cellular)
- Notify Athletic Trainer, Athletic Director, Principal

**Providing Information:**

- Name, address, telephone number of caller - Address is **7165 Marshall Corner Rd. Pomfret MD 20675**
- Nature of emergency
- Number of athlete(s)
- Condition of athlete(s)
- First aid treatment initiated by first responder
- Specific directions as needed to locate the emergency scene
- Other information as requested by dispatcher
- **UPON EMS ARRIVAL, ASST. COACH SHOULD RETRIEVE EMERGENCY CARD FROM TEAM FIRST AID KIT AND PROVIDE IT FOR THE ATHLETE'S TRANSFER**

3. Emergency equipment retrieval → Coach or On-Site Administrator
4. Direction of EMS to scene
  - a. Open gates next to batting cage
  - b. Designate individual to "flag down" EMS and direct to scene
  - c. Scene control – Limit scene to first aid providers and move bystanders away from area
5. If student is transported the Athletic Trainer, Coach, or Athletic Director will contact the appropriate parent or guardian.

**Venue Directions:** Enter McDonough High School campus from Marshall Corner Road using the first entrance on your Right or the second entrance on your Left. Proceed down the access road towards the athletic fields. The baseball field is the last field on your Right.

**Venue Map:** See Appendix 3

## Venue: Gymnasium

(Volleyball, Basketball, Wrestling Competitions)

**Emergency Personnel:** Whenever possible, a certified athletic trainer will be on site for all practice and competitions; physician(s) are also available for football competitions (per availability), additional student athletic training students, coaching staff, administrators, Charles County Sheriff's Personnel for assistance and AED response.

**Emergency Communication:** Fixed telephone line in Athletic Director's Office or Certified Athletic Trainers' / McDonough Coaches cellular phone; walkie-talkie used for internal communications

**Emergency Equipment:** First-Aid Supply Kit and AED in main office; Supplies (AED, vacuum splint kit) maintained behind home bench during competitions or with ATC during conclusion of football season

### **Emergency Response/Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete → Head Coach or ATC
2. Activation of emergency medical system (EMS) → On-Site Administrator

### **Activating the EMS System**

#### **Making the Call:**

- Press 'Outside Line', dial 9-911 (land-line telephone) or 911 (cellular)
- Notify Athletic Trainer, Athletic Director, Principal

#### **Providing Information:**

- Name, address, telephone number of caller - Address is **7165 Marshall Corner Rd. Pomfret MD 20675**
- Nature of emergency
- Number of athlete(s)
- Condition of athlete(s)
- First aid treatment initiated by first responder
- Specific directions as needed to locate the emergency scene ("come to bus lot-north entrance of school, football stadium located directly behind, personnel awaiting to direct to scene")
- Other information as requested by dispatcher
- **UPON EMS ARRIVAL, ASST. COACH SHOULD RETRIEVE EMERGENCY CARD FROM TEAM FIRST AID KIT AND PROVIDE IT FOR THE ATHLETE'S TRANSFER**

3. Emergency equipment retrieval → Coach or On-Site Administrator
4. Direction of EMS to scene
  - a. Open appropriate doors
  - b. Designate individual to "flag down" EMS and direct to scene
  - c. Scene control – Limit scene to first aid providers and move bystanders away from area
5. If student is transported the Athletic Trainer, Coach, or Athletic Director will contact the appropriate parent or guardian.

**Venue Directions:** Enter McDonough High School campus from Marshall Corner Road using the first entrance on your Right or the second entrance on your Left. The gym entrance is located to the Left of the school from the bus parking lot.

**Venue Map:** See Appendix 3

**Venue:** Soccer Practice Field

**Emergency Personnel:** Whenever possible, a certified athletic trainer will be on site for all practice and competitions; physician(s) are also available for football competitions (per availability), additional student athletic training students, coaching staff, administrators, Charles County Sherriff's Personnel for assistance and AED response.

**Emergency Communication:** Coaches or Certified Athletic Trainers' cellular phone; walkie-talkie used for internal communications

**Emergency Equipment:** First-Aid Supply Kit, AED located in Main Office; Other equipment (AED, vacuum splint kit) maintained on Gator during competitions

**Emergency Response/Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete → Head Coach or ATC
2. Activation of emergency medical system (EMS) → On-Site Administrator

**Activating the EMS System**

**Making the Call:**

- Press 'Outside Line', dial 9-911 (land-line telephone) or 911 (cellular)
- Notify Athletic Trainer, Athletic Director, Principal

**Providing Information:**

- Name, address, telephone number of caller - Address is **7165 Marshall Corner Rd. Pomfret MD 20675**
- Nature of emergency
- Number of athlete(s)
- Condition of athlete(s)
- First aid treatment initiated by first responder
- Specific directions as needed to locate the emergency scene – see below
- Other information as requested by dispatcher
- **UPON EMS ARRIVAL, ASST. COACH SHOULD RETRIEVE EMERGENCY CARD FROM TEAM FIRST AID KIT AND PROVIDE IT FOR THE ATHLETE'S TRANSFER**

3. Emergency equipment retrieval → Coach or On-Site Administrator
4. Direction of EMS to scene
  - a. Open appropriate gates
  - b. Designate individual to "flag down" EMS and direct to scene
  - c. Scene control – Limit scene to first aid providers and move bystanders away from area
5. If student is transported the Athletic Trainer, Coach, or Athletic Director will contact the appropriate parent or guardian.

**Venue Directions:** Enter McDonough High School campus from Marshall Corner Road using the first entrance on your Right or the second entrance on your Left. Proceed down the access road towards the athletic fields. The soccer field is on the opposite side of the concession stand behind the home team bleachers.

**Venue Map:** See Appendix 3

## Venue: Softball Stadium

**Emergency Personnel:** Whenever possible, a certified athletic trainer will be on site for all practice and competitions; additional student athletic training students, coaching staff, administrators, Charles County Sheriff's Personnel for assistance and AED response.

**Emergency Communication:** Coaches or Certified Athletic Trainers' cellular phone; walkie-talkie used for internal communications

**Emergency Equipment:** First-Aid Supply Kit, AED located on the outside wall of the concessions stand or on the Gator during competitions

**Emergency Response/Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete → Head Coach or ATC
2. Activation of emergency medical system (EMS) → On-Site Administrator

### **Activating the EMS System**

**Making the Call:**

- Press 'Outside Line', dial 9-911 (land-line telephone) or 911 (cellular)
- Notify Athletic Trainer, Athletic Director, Principal

**Providing Information:**

- Name, address, telephone number of caller - Address is **7165 Marshall Corner Rd. Pomfret MD 20675**
- Nature of emergency
- Number of athlete(s)
- Condition of athlete(s)
- First aid treatment initiated by first responder
- Specific directions as needed to locate the emergency scene
- Other information as requested by dispatcher
- **UPON EMS ARRIVAL, ASST. COACH SHOULD RETRIEVE EMERGENCY CARD FROM TEAM FIRST AID KIT AND PROVIDE IT FOR THE ATHLETE'S TRANSFER**

3. Emergency equipment retrieval → Coach or On-Site Administrator
4. Direction of EMS to scene
  - a. Open appropriate gates
  - b. Designate individual to "flag down" EMS and direct to scene
  - c. Scene control – Limit scene to first aid providers and move bystanders away from area
5. If student is transported the Athletic Trainer, Coach, or Athletic Director will contact the appropriate parent or guardian.

**Venue Directions:** Enter McDonough High School campus from Marshall Corner Road using the first entrance on your Right or the second entrance on your Left. Proceed down the access road towards the athletic fields. The softball field is on the Right

**Venue Map:** See Appendix 3

## Venue: Tennis Complex:

**Emergency Personnel:** Whenever possible, a certified athletic trainer will be on site for all practice and competitions; physician(s) are also available for football competitions (per availability), additional student athletic training students, coaching staff, administrators, Charles County Sherriff's Personnel for assistance and AED response.

**Emergency Communication:** McDonough coaches cellular phone, fixed telephone line in Gymnasium Coaches' Office and AD's office.

**Emergency Equipment:** First-Aid Supply Kit, AED in Main Office, outside wall of concessions stand or on Gator during co-running home events

**Emergency Response/Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete → Head Coach or ATC
2. Activation of emergency medical system (EMS) → On-Site Administrator

### **Activating the EMS System**

**Making the Call:**

- Press 'Outside Line', dial 9-911 (land-line telephone) or 911 (cellular)
- Notify Athletic Trainer, Athletic Director, Principal

**Providing Information:**

- Name, address, telephone number of caller - Address is **7165 Marshall Corner Rd. Pomfret MD 20675**
- Nature of emergency
- Number of athlete(s)
- Condition of athlete(s)
- First aid treatment initiated by first responder
- Specific directions as needed to locate the emergency scene ("come to bus lot-north entrance of school, football stadium located directly behind, personnel awaiting to direct to scene")
- Other information as requested by dispatcher
- **UPON EMS ARRIVAL, ASST. COACH SHOULD RETRIEVE EMERGENCY CARD FROM TEAM FIRST AID KIT AND PROVIDE IT FOR THE ATHLETE'S TRANSFER**

3. Emergency equipment retrieval → Coach or On-Site Administrator
4. Direction of EMS to scene
  - a. Open appropriate gates
  - b. Designate individual to "flag down" EMS and direct to scene
  - c. Scene control – Limit scene to first aid providers and move bystanders away from area
5. If student is transported the Athletic Trainer, Coach, or Athletic Director will contact the appropriate parent or guardian.

**Venue Directions:** Enter McDonough High School campus from Marshall Corner Road using the first entrance on your Right or the second entrance on your Left. Tennis Courts are to the south of the school, beside Mitchell Rd.

**Venue Map:** See Appendix 3

**Venue: Off-Campus (Golf, Swimming, Unified Bocce)**

**Emergency Personnel:** McDonough head coach on site for practice and competitions (current first aid/CPR training).

**Emergency Communication:** Cellular phone carried by McDonough coach

**Emergency Equipment:** First aid kit brought to location by coach and/or supplied by venue site

**Emergency Response/Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete → Head Coach
2. Activation of emergency medical system (EMS) → On-Site Administrator

**Activating the EMS System**

**Making the Call:**

- Press 'Outside Line', dial 9-911 (land-line telephone) or 911 (cellular)
- Notify Athletic Trainer, Athletic Director, Principal

**Providing Information:**

- Name, address, telephone number of caller
- Nature of emergency
- Number of athlete(s)
- Condition of athlete(s)
- First aid treatment initiated by first responder
- Specific directions as needed to locate the emergency scene
- Other information as requested by dispatcher
- **UPON EMS ARRIVAL, ASST. COACH SHOULD RETRIEVE EMERGENCY CARD FROM TEAM FIRST AID KIT AND PROVIDE IT FOR THE ATHLETE'S TRANSFER**

3. Emergency equipment retrieval → Coach or On-Site Administrator
4. Direction of EMS to scene
  - a. Designate individual to "flag down" EMS and direct to scene
  - b. Scene control – Limit scene to first aid providers and move bystanders away from area
5. If student is transported the Athletic Trainer, Coach, or Athletic Director will contact the appropriate parent or guardian.

**Venue Directions:** Will vary according to location.

**In an emergency situation that takes place at an off-campus facility, the developed emergency plan for that specific facility will take affect and cooperation with the facility administration is required.**

**TO REMAIN WITH FIRST AID KIT FOR THE 2025-2026 ATLETIC YEAR**

## ***Appendix 1***

### **Definitions**

***Certified Athletic Trainer (ATC):*** An allied health care professional educated and skilled specializing in athletic health care. Certified Athletic Trainers are required by the national certifying body and the State of Maryland to maintain our skills through Continuing Education Requirements in health care, while also maintaining current Red Cross for Healthcare Providers (CPR & AED) certification from the American Heart Association and qualifications in First Aid and Emergency Care.

Certified Athletic Trainers, or ATCs, are certified by the National Athletic Trainers' Association Board of Certification, after completing a university course of study leading to a bachelors or masters degree in athletic training.

This body requires that qualified individuals take extensive written and oral examinations testing their skills in the prevention of injuries/illnesses, the recognition, evaluation, and immediate care of injuries/illnesses, the rehabilitation and reconditioning of injuries/illnesses, administration of this health care plan, professional development and responsibility.

***First Responder*** All coaching personnel / Charles County Public School staff who may be associated with interscholastic sports participation shall be at least minimally qualified as stated in the Charles County Public School and MPSSAA Guidelines.

*Appendix 2*

**Emergency Phone Numbers**

***Pamela Thornton-Miller, Athletic Director:***

Office: (301) 934-2944 IP Ext: 155025  
Cell: (301) 535-7036  
Fax: (301) 753-8408

***Darnell Russell, Principal:***

Office: (301) 934-2944 IP Ext: 155001  
Cell: (240) 299-1559  
Fax: (301) 753-8408

***McDonough High School Main Office:***

Office: (301) 934-2944

***Michele Ferguson, Director of Athletic Trainers:***

Cellular: (856) 298-8829

***University of Maryland, Charles Regional Medical Center:***

Main Number: (301) 609-4000  
Toll Free: (800) 422-8585  
Emergency Room: (301) 609-4160

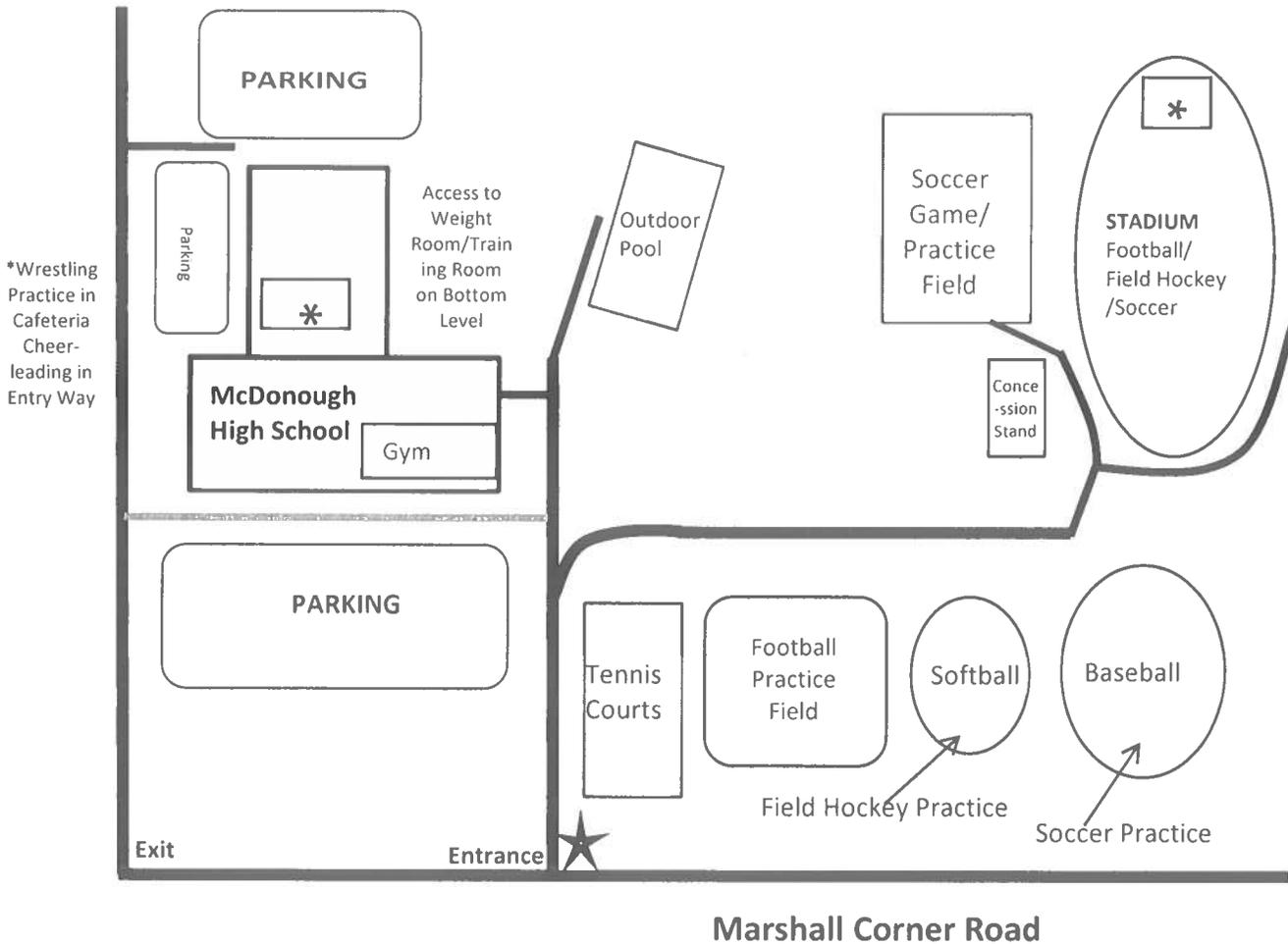
***Charles County EMS:*** (301) 609-3499 or (301) 609-3460

***EMS Dispatch: 911***

Appendix 3

Venue Site Map

McDonough High School



# One Setting. Total Control.



Schoolfundr

Take charge of all fundraiser payouts at your school—faster, easier, and safer—with Schoolfundr+.

## Speed

Get funds in your account in 2–3 business days, not 10–14. No delays. No waiting on mail.

## Ease

Setup takes just 5 minutes. Do it once, and you're all set!

## Security

Ensure every dollar reaches the right place. No more chasing down misplaced checks or tracking postal deliveries.

## Transparency

Built-in reporting gives you a clear view of every payout, so you're always in the know.

## Consistency

Keep all your clubs, teams, and groups on the same system—with less work for everyone.

## Set Up in Minutes. Benefit All Year.

Activating centralized payouts takes just a few clicks inside Schoolfundr+. Once set, it works behind the scenes—auto-routing funds to your school's designated account while giving you real-time visibility into every transfer.

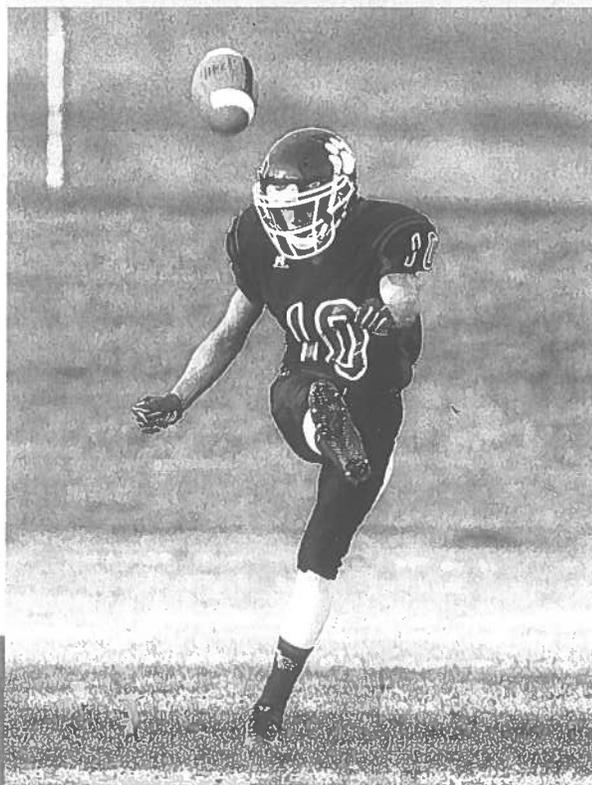
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**Conclusion**

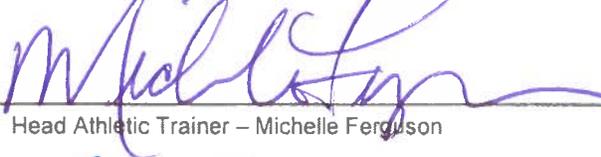
The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. A student-athlete's well-being may hinge on how well trained and prepared athletic healthcare providers are. It is prudent to invest athletic department "ownership" in the emergency plan by involving all members of the emergency response team. The emergency plan should be reviewed at least once a year with all athletic personnel, along with CPR and first aid refresher training.

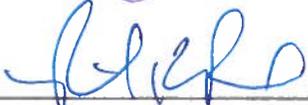
Through development and implementation of the emergency plan, the athletic department helps ensure that student-athletes and spectators will have the best care provided when an emergency situation does arise.

Bryans Road Rescue Squad and Fire Department, Charles County Sheriff's Department, will be sent the athletics master schedule to be knowledgeable of all McDonough sporting events.

Approved by  7/18/25  
Principal – Darnell Russell Date

Approved by  7/17/25  
Athletic Director – Pamela Thornton Miller Date

Approved by  8/15/25  
Head Athletic Trainer – Michelle Ferguson Date

Approved by  8/7/2025  
Coordinator of Students Activities – Rich Paule Date

Approved by  8.12.25  
Director of School Safety and Security – Jason Stoddard Date

Approved by  9/11/25  
Chief of School Administration and Leadership – Marvin Jones, Ed.D Date