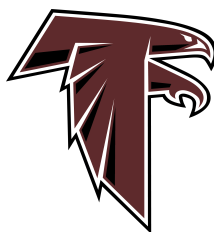


POTTSGROVE SCHOOL DISTRICT ATHLETIC DEPARTMENT



EMERGENCY ACTION PLAN

(Revised: May 12, 2026)

Purpose of Emergency Action Plan (Act 17 2026)

Emergencies arise during athletic events. We must have an emergency action plan or EAP to be well prepared to handle these events efficiently. It is the purpose of this emergency action plan to have a venue specific guide to follow in an event of an emergency.

There are three main components of this emergency action plan:

1. Emergency Personnel
2. Emergency Communication
3. Emergency Equipment

Emergency Personnel

The type and degree of coverage for an athletic event may vary based on factors such as, the sport, activity, and location. The first responder to an athletic emergency is usually a member of the Pottsgrove Training staff. An emergency team is necessary to ensure that appropriate care is provided. It can include the certified Athletic Trainer, emergency medical personnel, and team physicians. In the event that a Certified Athletic Trainer is not present, it is crucial to determine the role of each individual in the case of an emergency. When an emergency arises, immediate and emergency care should be provided promptly.

Athletic Department Contact Information

(Cell phone numbers are given to Coaches; they are not published)

Athletic Trainers or EMT

High School: Jack Thomas LAT, ATC	610-326-5105 Ext. 7433
High School: Madalynn Mancini ATC	
Middle School: Martin Schreiber EMT	610 -326-8243 Ext. 2232

Athletic Office

Director of Athletics and Activities: Steve Anspach	610-326-6376
Administrative Assistant to Athletics: Tori Cappiello	610-326-5105 Ext. 7374

Emergency Communication

Communication is the key to immediate delivery of appropriate healthcare in an athletic emergency situation. The athletic trainers, emergency medical personnel, and team physicians must work together to provide the best possible care to the student-athlete. Communication among all personnel prior to events will help establish roles and improve rapport. If emergency transportation is not available on site of an event, direct communication with the EMS is necessary. Immediate access to the EMS will be available by telephone or mobile telephone. All communication equipment will be checked prior to each event to ensure proper working order.

If EMS is called, Athletic Training staff and pertinent administration **MUST** be notified.

Activation of EMS – Call 911

The individual designated to make this call should:

1. Tell the operator their name.
2. Tell the operator the location of the injured athlete. (i.e. address and field)
3. Tell the operator the situation.
 - who is injured
 - how many are injured
 - age of the victim(s)
 - what is currently being done for the victim(s)
 - any other information the operator might ask
 - give the operator the number you are calling from
 - **LET THE OPERATOR HANG UP FIRST**

Assignments of Personnel

Athletic Trainer – Immediate care of athlete

Coaches – Call 911, direct ambulance to the scene, and crowd control.

Retrieve athletes emergency information and EAP to assist EMS

Others – Assist as needed

Emergency Equipment

Athletic training staff will have emergency equipment with them during practices and/or competitions. Each team will be issued a medical kit with general first aid supplies. Coaches are responsible for having their team's emergency cards and a copy of the EAP with them at all times. Medications will only be utilized according to the athlete's specific plan that has been approved by the school's medical staff or based on emergency use.

Equipment:

1. AED
2. Radio/Cell Phone
3. Splints/Crutches
4. Ice and wraps
5. Equipment removal tools

Transportation

An ambulance will be on site at high-risk events such as Varsity football games. In an emergency situation, the primary survey will identify the need for emergency intervention and transportation. All unstable student-athletes will be transported by EMS and not by inappropriate vehicles.

Locations, Access Points, and **AED Locations**

Pottsgrove Senior High School 1345 Kauffman Road Pottstown PA 19464

Indoor Events

- Main Gym, Auxiliary Gym, and Fitness Center: EMS enter through main gym doors located in the South Parking Lot. **AED Located In Athletic Training Room and Main Office Lobby**

Outdoor Events

- Refer to the map below for field access points.

Pottsgrove Middle School 1351 North Hanover Street Pottstown PA 19464

Indoor Events

- Main Gym and Auxiliary Gym: EMS enter through Door # which is in the rear of the building. **AED Located In Athletic Training Room and Gym Lobby**

Outdoor Events

- Refer to map below for field access points

There are no AEDs located at any outdoor field. At outdoor events an AED will be located with one of the Certified Athletic Trainers who can be reached via cell phone.

Athletic Facilities Map

Pottsgrove High School

EMS Accessibility Access = ★



Pottsgrove Middle School

EMS Accessibility Access = ★



The Athletic Director and/or the Athletic Trainer will be responsible for notification for removal from the athletic fields during a lightning storm. Notification will take place via cell phone or in person.

Procedure:

1. The Athletic Director or Athletic Trainer will monitor threatening weather conditions via weather application on a smartphone (i.e WeatherBug, My Lightning Tracker) or by using a handheld lightning monitor.
2. If lightning occurs within 5-10 miles, all practice/competition will be suspended. 3. All persons must seek shelter in a location predetermined by the athletic director and/or Athletic Trainer.
 - a. Shelters include inside school buildings, enclosed structures, buses or cars.
 - b. Do not stand under trees, pavilions, dugouts, near open water, or near any metal structures.
 - c. In a group of people, spread out, keeping several yards from each other.
4. Teams must wait 30 minutes after the last evidence of lightning within the 5-10 mile range to return to practice/competition.
5. Coaches/Referees will be notified by the athletic director and/or Athletic Trainer of when play can resume.