



| Emergency Action Plan

In the event of an injury:

Is there a Certified Athletic Trainer available immediately?

- **Yes:** Trainer will attend to the injury and take necessary action
- **No:** Is this a serious injury in need of immediate attention?

Yes:

- **Call 9-1-1**
 - Give the dispatch operator your name
 - Share the school's address (_____)
 - Be specific with where you are located (ex. the gym, baseball or soccer fields)
- **Designate a pair of students or an assistant coach to direct the ambulance**
- **Care for the athlete until paramedics arrive - Includes but not limited to:**
 - Checking for responsiveness
 - Immobilizing the injury
 - Comforting the athlete
 - If Certified Athletic Trainer is on site but at another location, designate someone to quickly retrieve him or her

No:

- **If an injury to an athlete prevents further play, but emergency care is not needed:**
 - Coach is responsible for the care of the athlete
 - Provide first aid (R.I.C.E.) if necessary
 - Contact the parents to inform them of the injury and to pick up student-athlete from practice

MOST IMPORTANT: THE INJURED STUDENT TAKES PRIORITY OVER EVERYTHING!

Fire & Ambulance Emergency Phone Number

From cell phone or building landline: 9-1-1

For all practices and games, inside or out, head coaches should:

- Have a fully stocked first aid kit, which includes: Ice packs, roller bandage, band aids, etc.
- Know where to locate and how to handle the AED device at your current location
- Have a cell phone within reasonable distance and designate who will call in case of an emergency
- Designate who will retrieve the athletic trainer, if one is onsite
- Stay with the athlete if the parent is not present by the time the ambulance arrives
- Contact the Athletic Director and complete an **incident report the following day** at the athletic office

If an accident happens and an ambulance is needed, always call the ambulance first. After the ambulance is called and someone is caring for the student, contact athletic administration and inform them what has happened, and what hospital the student will be taken too. If an athletic trainer is not present, then the those who witnessed the injury and the one that made the phone call should fill out an accident report of what occurred, and why an ambulance was called, and any other events that may be important.

>>> **Incident Report:**

It is school and parish standard policy that incident reports are done for all times in which a student-athlete requires immediate hospital care - Including practices and games.