

Emergency Action Plan for Athletic Practices/Contests Held in Poe Gymnasium

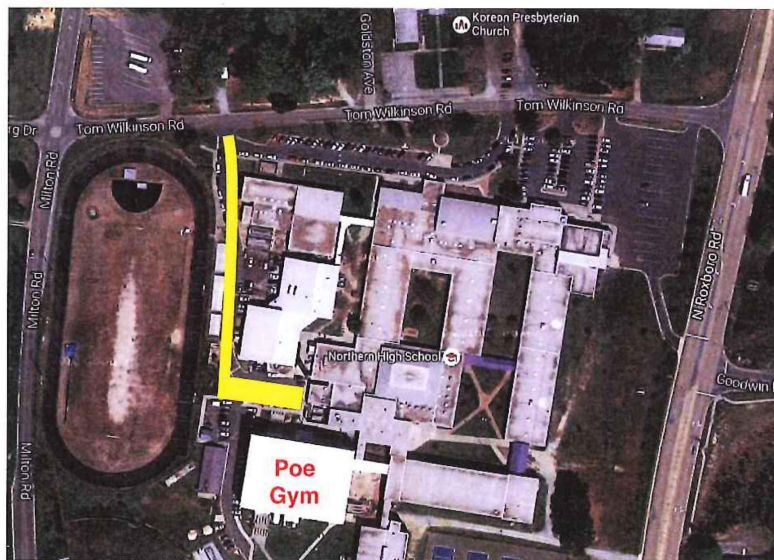
Northern Durham High School is located at:
117 Tom Wilkinson Road
Durham, NC 27503

Phone: 000-000-0000

GPS Coordinates: (Latitude 36.094037 Longitude -78.911709)

Directions to Venue:

Enter school campus at front of school (117 Tom Wilkinson Road). Access road (**highlighted in yellow**) to Poe Gymnasium is located between the school's vocational wing and the track. Parking for emergency vehicles (**highlighted in yellow**) is located at the main entrance to Poe Gym (north entrance).



Roles Established:

*(Prior to athletic events a pre-event "Time Out" should be conducted to ensure the Emergency Action Plan is reviewed and to assign **roles** with the personnel and equipment available for that event.)*

- Immediate care of the athlete (name/title/designee)
- Activate Emergency Medical System (EMS) (name/title/designee)
- Emergency Equipment Retrieval (name/title/designee)
- Meet EMS personnel at Tom Wilkinson Road and direct them to Poe Gymnasium. (name/title/designee)
- Scene Control: Limit emergency scene to those providing first aid and move bystanders away from area. (name/title/designee)

Communication:

- Cell phone or landline located in Athletic Directors Office
- Activate EMS
- Student emergency information (name/title/designee)
 - Critical medical information
(conditions, medications, allergies)
 - Contact parent/legal custodian
- Athletic Training Staff
 - Bob Foy - Head Athletic Trainer (000) 000-0000
 - Cynthia Obregon-Salinas
Assistant Athletic Trainer (000) 000-0000
- Athletic Director
 - Phillip Esposito (000) 000-0000

Emergency Equipment at Sport Venue:

(Events held at the venue should provide a guide as to the emergency equipment potentially needed. That emergency equipment should then be included in the Emergency Action Plan specific to that sport venue.)

- Sports Medicine First Aid Kit
- AED
- Crutch/Splint Bag
- Injury Ice
- Additional emergency equipment is available in the athletic training equipment storage area located at the Poe Gymnasium north entrance.

Emergency Transportation:

Emergency transportation vehicles will park at the main entrance to Poe Gym (north entrance).

The gymnasium can then be accessed by steps or the handicapped access ramp which is located between Poe Gymnasium and the cafeteria.

Lightning or Thunder Disturbances Safe Shelter/Evacuation Route identified:

Poe Gymnasium is a designated safe shelter area in the event of lightning or thunder disturbance. *(Gymnasiums are generally not considered as safe shelters during tornadoes. You are encouraged to go [here](#) and/or [here](#) when developing a separate Tornado Preparedness Plan for your facility.)*

Resources

- Casa, D.J., Almquist, J., Anderson, S.A., Baker, L., Bergeron, M.F., Biagioli, B., ... Valentine, V. (2013). The Inter-association task force for preventing sudden death in secondary school athletics programs: Best-practices recommendations. *Journal of Athletic Training*, 48(4), 546-553.
- Courson, R. (2017). Emergency action plans. In D.J. Casa & R.L. Stearns (Eds.), *Preventing sudden death in sport and physical activity* (pp. 271-285). Burlington, MA: Jones & Bartlett Learning.

SAMPLE

Charlotte Latin School
Emergency Action Plan: Patton Stadium
9502 Providence Rd, Charlotte NC 28277
704-846-2000

Directions to Venue: Enter Campus off of Providence Rd onto Fox Drive. Take your second left onto Stadium Dr. Take the second left to go down a driveway next to Patten Stadium. Park at the bottom of the hill. (Visual See attached)

Delineation of Roles: The athletic trainer on duty will be in charge of the scene. They may assign coaches to any of the following roles. Be prepared to handle any of the following duties. An AED will be on the sideline or with the athletic trainer on duty.

- a. Immediate care of athlete
- b. Activation of EMS
- c. Emergency equipment retrieval
- d. Positions to meet EMS
- e. Scene Control

Communication:

- a. Use radio provided to contact the athletic trainer (s) on Duty
- b. Explain situation clearly and concisely
- c. Important phone numbers
 1. Athletic Trainers
 - i. Tim Kelly: 704-299-8071
 - ii. Cheri Pratt: 704-201-2237
 - iii. Marianna Spero: 704-361-4572
 2. Athletic Director
 - i. David Gatoux: 704-517-6820
 3. Security
 - i. Dale Greene: 704-621-0313
- d. Have student's emergency medical information with you at all times

Emergency Equipment Available:

- a. AED: With the Athletic Trainer or on home sideline
- b. Student's emergency medical information: With Head Coach
- c. Medical Kit/ First aid supplies (bandages, ice, etc.): With Athletic Trainer
injury ice will be on the home sideline at all contest

Lightening or Inclement weather: Charlotte Latin School is equipped with the strike guard lightning detection system. If lightning is present an alarm will sound and a strobe attached to the scoreboard at the West end of the field will be flashing. If the system is off-line or in question, if you see lightning or hear thunder clear the field.

- a. The teams should go to the west end field house to their designated locker rooms
- b. Spectators on the home side and officials should go to the lobby of the student activity center
- c. Spectators on the visitor side should return to their cars or walk across the field to the lobby of the student activity center (whichever is closer)

Visual Map with Highlighted directions would go below here

TEMPLATE

School/ Venue Name
Emergency Action Plan: (Venue specific)
Venue Address
School/Venue Phone
GPS Coordinates (Optional)

Directions to Venue: (Be very specific, every turn and correct road names)

*** a Visual map with highlighted directions should accompany written directions on this page or be a second page to this document

Delineation of Roles: (Prior to each event, clear roles should be established for personnel on duty. (Athletic Trainers, Coaches, Administrators, etc.)

- a. Immediate care of athlete
- b. Activation of EMS
- c. Emergency equipment retrieval
- d. Positions to meet EMS
- e. Scene Control

Communication: (How to communicate and with whom)

- a. Whom do they communicate with and how (cell phone/ Radio)
- b. Important phone numbers
 - a. Athletic Trainer(s)/ First Responders
 - b. Athletic Directors
 - c. Security
- c. Have student's emergency medical information with you at all times

Emergency Equipment Available: (What equipment and location)

- a. AED (location)
- b. Student's emergency medical information
- c. Medical Kit/ First aid supplies (bandages, ice, etc.)

Lightening or Inclement weather: (Lightening policy should be listed here. Locations of safe shelters should be listed as well. Directions for athletes, coaches, officials and spectators on where to go should be clear.)