

Emergency Action Plan for Sayre School

Athletic Complex: 300 Canebrake Rd. Lex. KY 40509

Gymnasium: 194 N. Limestone Lex. KY 40507

INTRODUCTION

As a healthcare provider, it is the job of the athletic trainer to ensure the safety of all athletes. In the event of an emergency, the athletic trainer and the fellow responders must work smoothly and efficiently to prevent further and more serious damage from occurring. These procedures must be discussed and practiced annually to ensure the most effective handling of emergent situations. The purpose of the emergency action plan (EAP) is to make the roles of each individual person clear to guarantee the most appropriate immediate treatment following a severe injury. Due to the lack of phones surrounding the facilities, the athletic trainer and coaches will have cell phones available.

CPR/AED POLICY

Athletic Training Staff:

All athletic training staff personnel must be trained and possess up to date certification in CPR and AED for the professional rescuer. Recertification is mandatory every two years. Although we may not always be the first responder, we are obligated to take over care from coaching staff and continue care until emergency medical personnel arrive. All necessary equipment such as gloves, CPR shields, etc. should be readily available at all times. The AED will be retrieved by the assistant coach as the AT staff will be assisting in patient care, and the head coach will be activating EMS.

Coaching Staff:

All head coaches for Sayre School sponsored teams must be trained and possess up to date certification in CPR and AED for the lay responder. Recertification is mandatory every two years. In the event that an athletic trainer is not present, (i.e. Off-site practices, weekend practices, etc.) the head coach becomes the first responder and is responsible for initiating care until emergency medical personnel arrive. All coaching staffs should have knowledge of AED placement as they will be the ones retrieving it as needed. If the head coach is providing care, an assistant coach will be instructed to retrieve emergency equipment. Coaching certifications are the responsibility of the athletic director.

- The AED at the SAC is located in the women's bathroom near the concession stand; the athletic training staff will have it with them on sidelines for both practices and games
- The AED at the gymnasium is located outside of the main doors near the main entrance

INJURY SITUATIONS

In the event of an injury, the athletic trainer will take primary control of the situation and make all decisions regarding the care of the athlete.

- Responsibility for the care and management of a student/athlete will not be given to parents or other health care providers that might be present. Persons with medical knowledge not employed by the school may offer assistance or guidance but they will not be given complete oversight during injury situations.
- If unsure about the severity of an injury and whether EMS services should be contacted, the athletic trainer will always **take the cautious route and call 911.**
- All injuries that require medical care must be reported to the Director of Athletics and the athlete's parents.

EMERGENCY ROLES

<i>Role</i>	<i>Primary</i>	<i>Secondary</i>
Initial evaluation	ATC	EMS
Facemask removal	ATC	EMS
Equipment retrieval	Assistant Coach 1	Head Coach
Activate EMS	AD/Head Coach	Assistant Coach 1
Meet EMS at gate	Assistant Coach 1	Head Coach
Crowd control	Assistant Coach 2	Assistant Coach 2
Maintain head/c-spine	ATC	EMS
Assist spine boarding	EMS	Head Coach
Assist spine boarding	EMS	Assistant Coach 1
Assist spine boarding	EMS	Assistant Coach 2
Contact parent/guardian	Assistant Coach 1	Head coach
Notify school authorities	Head Coach	Assistant Coach 1
Documentation	ATC	Head Coach

Emergency Situations

Any situation that requires immediate action or is considered to be life or limb threatening constitutes an emergency. Emergency situations may include:

Airway Obstruction	Spine Injury
No Breathing	Heat Illness
No Pulse	Severe Head Injury
Shock	Severe Fractures/Dislocations
Profuse Bleeding	Severe Allergic Reactions
Diabetic Issues	Lightning Strike

This is not a comprehensive list. Other, unforeseen life threatening situations may also constitute emergencies at the discretion of the ATC. If any of these instances occur while the ATC is off-site, activate EMS prior to notifying ATC.

ACTIVATING EMS

First Responder (Athletic Trainer)

- Primary survey assessing the scene and the ABC's of the patient (Airway, breathing, circulation)
 - Initiate appropriate emergency care based on primary assessment
 - Determine proper treatment needs (ambulance, AED, splint, etc.)
 - Remain with patient until EMS arrives
 - Perform secondary survey
- If the athletic trainer is not present, the head coach becomes the first responder and will provide the care they have been trained to provide until EMS arrives

Second Responder (Head Coach/Athletic Director)

- Assist first responder in immediate care if requested
- Call ambulance (911) if not on site
 - Provide the following information
 - Your name/title

- Location/address of facility
 - ✓ Location of victim within SAC
- Age and gender of victim
- Detailed, concise description of event
- Current patient status and care that has been provided
 - ✓ It may also be necessary to provide a cell phone number in the event that EMS should need further information or directions.
- **DO NOT HANG UP UNTIL INSTRUCTED BY EMS**
- Meet the ambulance at the specified location and direct EMS to the emergency site
 - Sayre Athletic Complex (300 Canebrake Drive Lexington, KY): the second responder should direct EMS to the lower gate at the southeast corner of the parking lot which will be unlocked for their entrance. They will lead EMS to the appropriate field/location from there.
 - Sayre Gymnasium (194 N. Limestone Street): the second responder will direct EMS to the main entrance of the gymnasium and will lead them to the appropriate location inside.

All other responders (Assistant Coaches)

- Retrieve emergency equipment
- Follow directions of ATC/first responder, physician, and EMS
- Crowd Control- all unnecessary personnel should be kept away from the scene

Coaches must have the following equipment with them at all practices and athletic events:

- Medical Kit, charged cell phone, physicals and signed medical release for every athlete, and a copy of the emergency plan.

TRANSPORTATION

When transportation to a hospital is required, the parents/legal guardians of the athlete will decide which hospital the athlete will go to. Exception to this would be if the athlete has suffered an injury requiring care at a trauma facility (i.e. spine injury, femur fracture, open fracture, internal bleeding, etc.). All trauma level injuries must go to UK Chandler Hospital for treatment, as it is the only trauma-1 center in Lexington.

Following is a list of area hospitals:

Hospital	Address	Phone #
UK Chandler Hospital	800 Rose St.	(859) 257-1000
Good Samaritan Hospital	310 S. Limestone	(859) 226-7000
Central Baptist Hospital	1740 Nicholasville Rd.	(859) 260-6100

DOCUMENTATION

All athletes must have a current Kentucky High School Athletic Association sports physical and consent form on file before participating in any athletic practices or events. Copies of these forms will be kept with the certified athletic trainer at all times. Coaches are responsible for having physicals on the field during every practice and game. Physicals should be sent with the athlete in the ambulance as they provide important medical history information (i.e. allergies, existing conditions, etc.)

COMMUNICATION

In the event that a parent or guardian is not present at the time of emergency, they will need to be contacted as soon as the situation is under control. Coaches are responsible for having every athlete's emergency contact information accessible at every game and practice.

Severe Weather Situations

GENERAL GUIDELINES

When weather conditions are questionable, the athletic director, the assistant athletic director, or the headmaster will decide whether practice or games will be held on that day. For HS games, referees in conjunction with the athletic trainer assume this role once contests commence.

HEAT INDEX

Physical exercise during times of excessive heat can pose a serious health risk to athletes and result in a medical emergency.

General Guidelines/Procedures Concerning Heat Index

- Heat index readings are to be taken prior to practice or games and, when the index is greater than 95 degrees, every 30 minutes thereafter.
- Readings are to be recorded with date and time the reading was taken. Any action taken to protect players should also be recorded.
- The following are guidelines to avoiding heat related injuries. They have been recommended by the KHSAA and the Kentucky Medical Association:
 - Under 95° heat index- Have available, and allow athletes to consume, as much water as they desire and allow breaks every 30 minutes. Monitor athletes for signs of heat stress. Have towels available for cooling athletes.
 - 95-99° heat index- Mandatory water breaks every 30 minutes for at least 10 minutes duration in the shade. Have towels and ice water for available cooling. Protective equipment should be removed when safety is not an issue. Monitor athletes for signs of heat stress.
 - 100-104° heat index- Same water and break guidelines as above and consider cancelling or rescheduling practice times. Keep careful watch of athletes for signs of heat stress and take aggressive cooling measures if necessary. Avoid any activities that require equipment or additional clothing. Reduce overall practice time and allow athletes to change into dry shirts/clothing. Showers in locker rooms can be used for cooling at SAC.
 - Heat index >104°- All activities are to be suspended and athletes should seek shelter/shade and air conditioning if available.

Lightning/Thunderstorms/Tornados

The athletic trainer as well as the coaches should monitor weather conditions prior to practices and games and cancel them if the safety of students is in question. Reliable local forecasts and radar are available through the National Weather Service on line and on your mobile device. The athletic director must be consulted in cases where weather conditions make practices or matches potentially unsafe. Once practices or games have commenced, athletic trainers and coaches should monitor changing weather conditions and keep phones on their person. The following list of weather conditions and safety procedures are to be followed in cases of severe weather:

- Threatening Weather (dark clouds, strong wind etc...) – Athletic trainers and coaches should monitor the sky and make use of mobile devices to stay abreast of changing weather conditions and local broadcast warnings. Err on the side of caution.
- Lightning/Thunder- If lightning is seen or thunder is heard play must be immediately suspended. Athletes and coaches seek shelter in locker rooms at the pavilion and spectators should be directed to their cars. Play/practice may be resumed when there has been no lightning or thunder for 30 minutes. If lightning strikes or thunder is heard the clock restarts. The athletic trainer, referees, and coaches must come to a collective agreement about when to cancel and reschedule the game if necessary.
- Emergency Weather Situations- If weather conditions become severe and/or include tornado warnings, students and coaches are to seek shelter in the bathroom areas of the locker rooms and remain there until the threat has passed. Parents and spectators that cannot be adequately

protected in the pavilion should be directed to the Red Roof Inn or the Days Inn located at the turn onto Canebrake Rd.

IMPORTANT PHONE NUMBERS:

EMS	911	RICHARD LITTLE- AD	434-249-5210
SAYRE SCHOOL	859-254-1361	UK. SPORTS MED.	859-257-1000
CINDY EASON	859-398-1192	CASSIE PARISE	724-553-2446
AARON SIMMERMAN	859-983-3427		

Confirmation of Knowledge of Emergency Action Plan

By signing this form, you acknowledge that you have read and understand all policies contained in this emergency action plan.

Print Name	Sign Name	Sport	Date
		Girls' Basketball	
		MS Girls' Basketball	
		Boys' Basketball	
		MS Boys' Basketball	
		Swimming	
		Volleyball	
		MS Volleyball	
		Cheer	
		g	