Brookwood Middle School

Softball – Brookwood Town Park

Athletic Emergency Action Plan

Brookwood Middle School has written an emergency action plan that should be followed in the event of a medical emergency. All coaches should be familiar with this document and their role and responsibility in an emergency. Any questions should be directed to the head athletic trainer (or school administrator, in the absence of a licensed athletic trainer.)

An *emergency* is the need for Emergency Medical Services (EMS) to give further medical attention and/or transport an athlete to the hospital. It is important in these situations that coordination between the athletic trainer, coaches, administrators, and student responders be effective. This guide is intended to delineate roles and outline the protocol to be followed should an emergency occur. Situations when 911 should be called are:

* An athlete is not breathing
* An athlete has lost consciousness
* It is suspected that an athlete may have a neck or back injury
* An athlete has an open fracture (bone has punctured through the skin)
* Severe heat exhaustion or expected heat stroke
* Severe bleeding that cannot be stopped

**Chain of Command**

Team Physician

Certified Athletic Trainer

School Resource Officer

Athletic Director

Administrator

Head Coach

Assistant Coach

Sports Medicine Student Assistant

Other Athletes

The highest person in the chain of command who is present at the scene will be the designated person in charge, or leader. That person is responsible for deciding whether or not to call 911, instructing others how they may help and will be the person who stays with the athlete until EMS arrives.

Once it has been decided that EMS should be called, the following protocol should be followed:

**EMS PROTOCOL**

**When you call EMS, provide your name and title or position, current address, telephone number, number of individuals injured, condition of injured, first aid treatment already administered, specific directions, and other information as requested.**

**EMERGENCY ACTION PLAN**

1. The highest person on the chain of command will be deemed the leader, and will stay with the athlete to monitor the athlete’s condition and administer necessary first aid. If possible, someone else on the chain of command should also stay and assist. The front office or an administrator should be notified that there is an emergency situation on campus.

2. The highest person on the chain of command will make the call to EMS or will designate another person to make the call. (911 from a cell phone or pay phone. Specific instructions:

EMS should be told what the emergency is, the condition of the athlete and how to get to where the athlete is. Also, tell EMS that someone will meet them at the closest intersection to aid in directing the ambulance. **DO NOT HANG UP UNTIL EMS HANGS UP FIRST.**

3. Phones at the Brookwood Town Park are located in the Town Hall. Coaches should first use their personal cell phones before using the Town Hall phones.

4. The leader will send runners to all intersections between where the athlete is located and Highway 216 to direct the ambulance to the athlete. The runners should stay in their positions and wave the ambulance through the proper turns to get to the athlete.

5. The leader will designate another person to attempt contact with the athlete’s parents.

**Emergency contact information can be found in the coaches’ office in the gymnasium.**

If parent is not present, the form should accompany the athlete to the hospital.

6. If transport is deemed necessary by EMS, the athlete will be taken to DCH, unless the parent requests otherwise.

Venus is located at:

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| 15689 Highway 216 |
| Brookwood |
| Alabama |
| 35444 |

The closest intersection to the venue is Ball Park Road and Highway 216.

Pertinent landmarks include Brookwood Town Hall/Fire Department and the Brookwood Town Park.

**Location of AED’s**

1. Brookwood Town Hall/Fire Department

**\*Coaches should take note of the closest AED to their practice and game locations.**

**Brookwood Town Park**

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| --- |
| **15689 Highway 216** |
| **Brookwood** |
| **Alabama** |
| **35444** |

**IMPORTANT PHONE NUMBERS:**

**Athletic Trainer: (630) 779-6067**

**First Responder:**

**EMS: 911**

**Main Office: 342-2748**

**Athletic Director: © 534-0682**

**School Resource Officer: 799-5832**

**Principal: © 657-0038**

**MAP OF VENUE SITE:**

