



Athletic Training Services
Bishop Fenwick High School
Emergency Action Plan



Components:

1. Emergency Personnel
2. Emergency Communication
3. Important Phone Numbers
4. Emergency Equipment
5. Roles of First Responder
6. Locations
7. Weather Conditions
8. Documentation

1. Emergency Personnel

Certification in cardio pulmonary resuscitation (CPR), first aid, and prevention of disease transmission is required for all first responders. The emergency team consists of a Certified Athletic Trainer, Emergency Medical Technicians (EMT), and the team physician. Hours will vary upon practice and competition times. The team physician will be at home football games and select away football games. If contact is needed with the team physician the coach can reach him at his office.

2. Emergency Communication

The Certified Athletic Trainer and all coaches must have a charged cell phone on them at all times while on the field/court. The ATC has a coach contact list and every coach has the ATC's cell phone number. If there is an injury and the ATC is not at the location, the coach can contact the ATC's cell phone.

3. Important Phone Numbers

EMS: 911 (Peabody Police 978-538-6300)
MGH for Children at NMSC: 978-745-2100
Massachusetts Poison Control Center: 617-232-2120
Dr. Paul Smiley, Team Physician: 978-538-4267
Dave Woods, Athletic Director: 978-587-8341
Taylor Downey ATC: 508-677-7818
Cecilia Marquez-Principal- 609-240-9596
Tom Nunan-President-508-838-8002

4. Emergency Equipment

All ambulances assigned to cover events must be paramedic equipped. Emergency medical technicians are expected to be solely in charge of all equipment

needed for transportation of athletes including, but not limited to: spine boarding materials, splints, trauma kits, and airway management equipment. The Athletic Trainer will have all other supplies including: automated external defibrillator (AED), splints, crutches, and all other general first aid supplies/tape. These supplies will be kept in the athletic training room located in the LeDuc Center. These supplies will be with the ATC on the golf cart while out on the fields during games and practices. Maintaining supplies in the athletic trainer's kit are the responsibility of the ATC. The supplies in the individual team kits are the responsibility of the coaches. Team kits will be distributed at the start of each season. If more supplies are needed, bring the kit to the athletic training room and the ATC will refill whatever is needed.

AED Locations

- The athletic training room inside the LeDuc Center
- The hallway between the Gymnasium and Auditorium
- Just outside the nurse's office
- Just outside Zampbell (Computer lab)

All coaches should be aware of these locations in case AED is needed during an emergency.

5. Roles of Emergency Personnel

Immediate care of the injured student athlete:

- If a student athlete appears injured at any time during an event, the first responder who is the closest in proximity to the athlete should immediately respond with first aid.
- Care should be dictated by the level of the responder, but at a minimum, the athlete should be immediately stabilized until additional care can arrive.
- In the event that a coach is the first responder, the athlete should not be moved until an ATC or supervising physician arrives.
- A scene survey as well as initial impression should be gathered by the first responder and relayed to any additional personnel arriving on scene.
- Immediate first aid should be provided as well as identifying all additional equipment that will be needed.
- Once an ATC or physician is present, control should be relinquished to them.

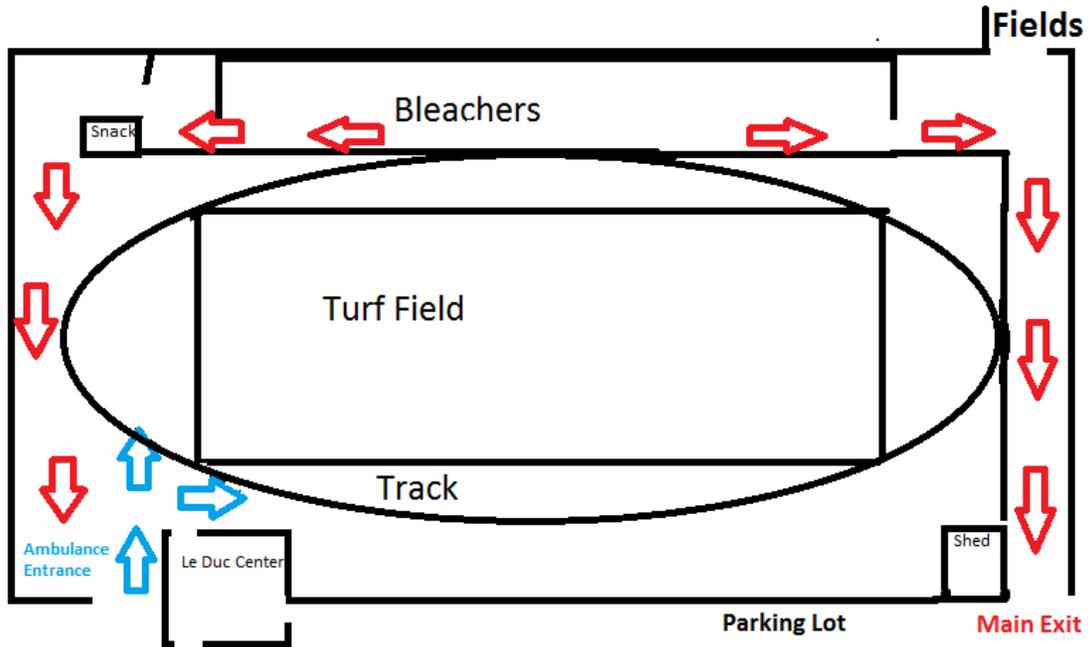
Activation of EMS- the ATC, coach or physician should alert EMS by calling 911

- Identify yourself by name
- Indicate type of emergency
- Specify the location of the incident and give them your phone number
- Indicate what care is being given at that time
- Give specific directions to scene of emergency
- Do not hang up until dispatcher directs you to do so
- Place individual to "flag down" EMS and direct to scene (AD, Coach)
- Open appropriate doors and gates (AD, Coach)
- Assist in directing EMS to scene if necessary (AD, Coach)

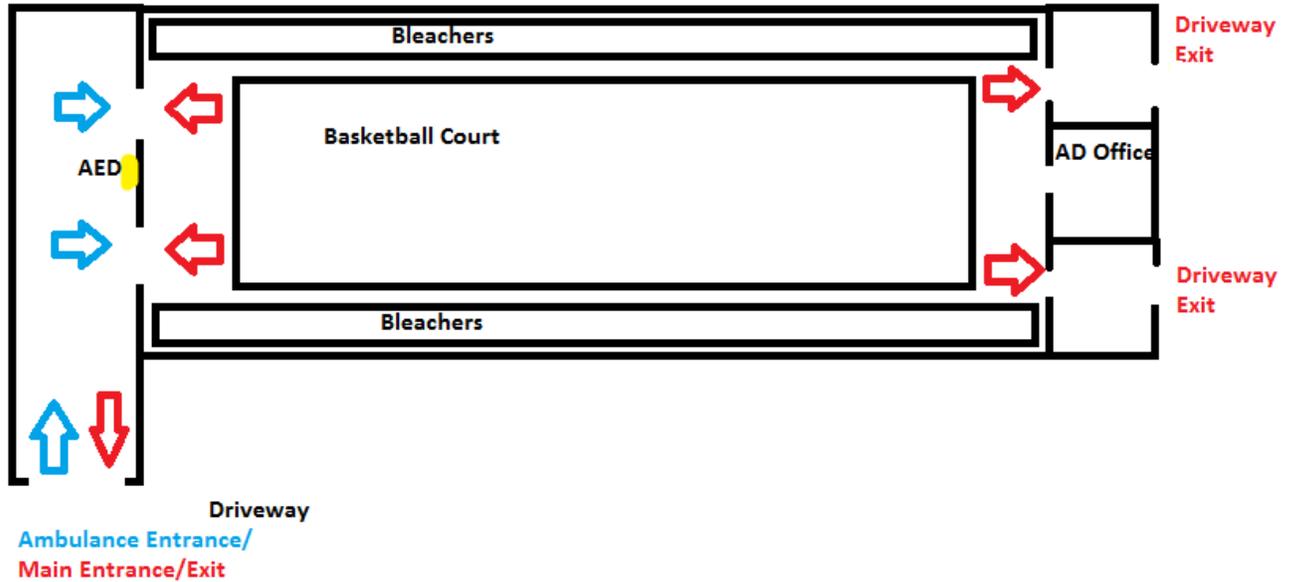
- Control the scene by keeping non-emergency medical team members away from the scene (Assistant Coaches, Players)

6. Locations

Turf field- located behind the school and behind the LeDuc Center. Gate to left of Le Duc Center will need to be unlocked and opened. Follow **RED** arrows in case of emergency. **BLUE** arrows signify ambulance entrance and access routes. During extreme weather conditions safe shelter can be found in the LeDuc Center or in the High School. There is an AED in the athletic trainer’s office in the LeDuc Center.

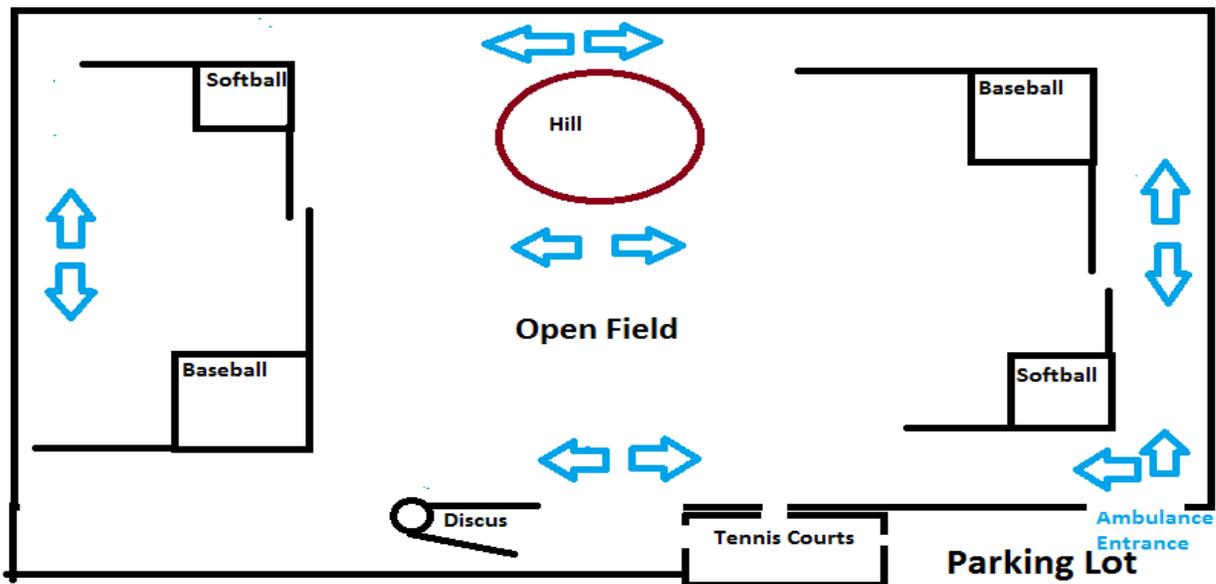


Gymnasium- Easy access from behind the school through the locker rooms or the doors under the awning leading to the hallway between the Gymnasium and Auditorium. Follow **RED** arrows in case of emergency. **BLUE** arrows signify ambulance entrance and access routes. There is an AED in the hallway between the auditorium and gymnasium.



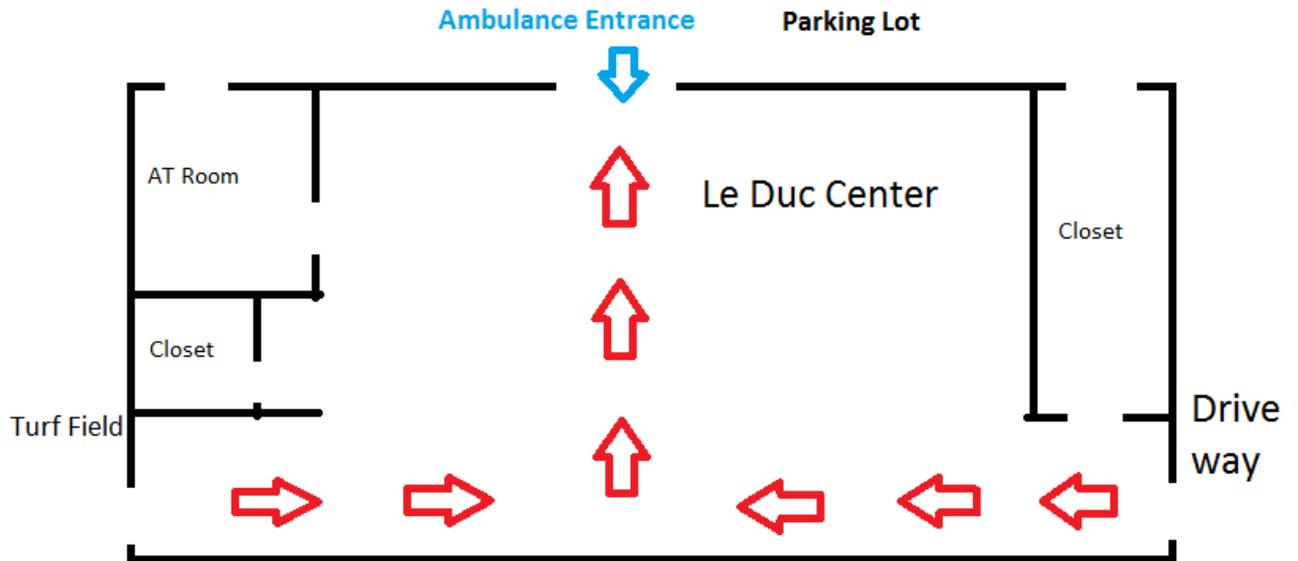
Grass Fields:

Includes Varsity/ Junior Varsity softball fields, Varsity/ Junior Varsity Baseball fields, Tennis courts, and a Discus throwing circle. BLUE arrows signify ambulance entrance and access routes. During extreme weather conditions safe shelter can be found in the Le Duc Center or in the High School. An AED will be brought to the grass fields during all practices and games.



LeDuc Center

The LeDuc Center is the athletic training and strength and conditioning facility for Bishop Fenwick High School. Follow RED arrows in case of emergency. BLUE arrows signify ambulance entrance and access routes. AED is located in the athletic trainer's office.



7. Weather Conditions

Lightning: In case of a lightning emergency the 30-30 Rule will take effect. The 30-30 Rule states that in the event of lightning by the time flash-to-bang count approach 30 seconds, all individuals should be inside a safe shelter. At these events, athletes should seek shelter inside the LeDuc Center or the school. The athletes must wait at least 30 minutes after the last sound of thunder or observation of lightning before resuming activity.

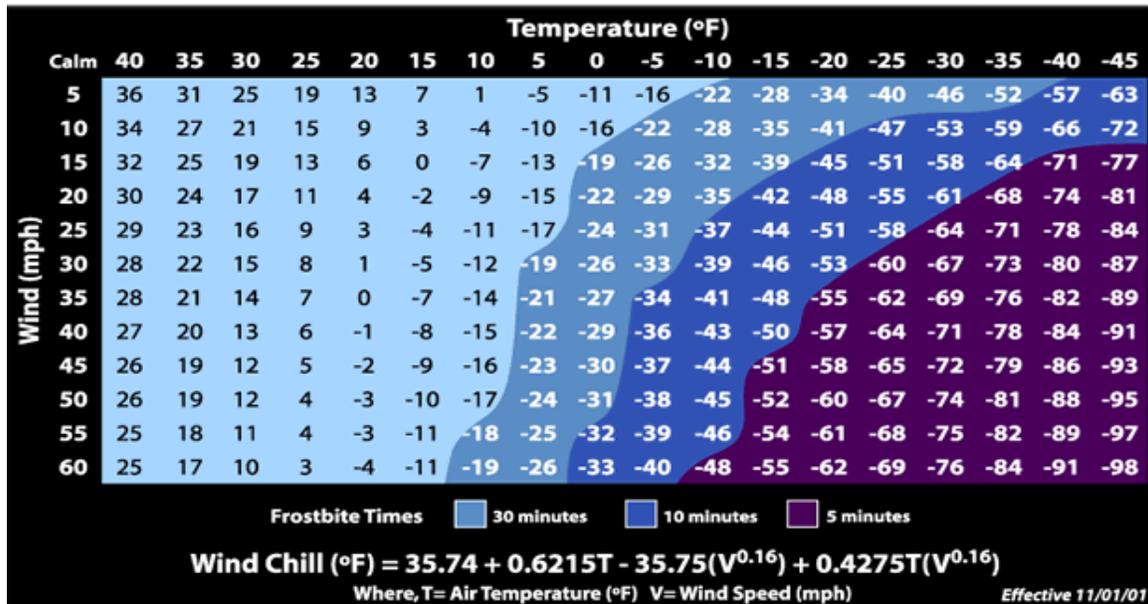
Cold weather policy: The certified athletic trainer is responsible for communicating to all athletic personnel and employing these guidelines. In the event that a certified athletic trainer is not present, it is the responsibility of the coaches to adhere to the following chart to determine the guidelines recommended for your practice conditions.

Wind-Chill Temperature Guidelines/Adjustment

30°F - 25°F	- Be aware and ready for possibility of cold injuries - Total exposure time: maximum of 2 hours
25°F - 15°F	- Cover exposed skin - Offer re-warming: every 20 min
15°F - 0°F	- Considering limiting modifying activity to limit exposure - Offer re-warming: every 15 min - Total exposure time: maximum of 60 minutes
< 0°F	- Cancel practice , reschedule or move indoors



NWS Windchill Chart



Hot Weather Policy

The certified athletic trainer is responsible for communicating to all athletic personnel and employing these guidelines. In the event a Certified Athletic Trainer is not present, it is the responsibility of the coaches and student-athletes to adhere to the following table to determine the guidelines recommended for your practice conditions.

The Wet Bulb Globe Temperature (WBGT) is a composite temperature used to estimate the effect of temperature and humidity on humans.

Low Risk Zone - (WBGT < 65°F)	- Perform activity as planned - Include fluid breaks every 20-30 minutes of practice
Moderate Risk Zone (65°F < WBGT < 75°F)	- Include fluid breaks every 15-20 minutes of practice
High Risk Zone (WBGT > 75°F)	- Consider delaying/canceling/rescheduling activity - If applicable, no protective equipment may be worn

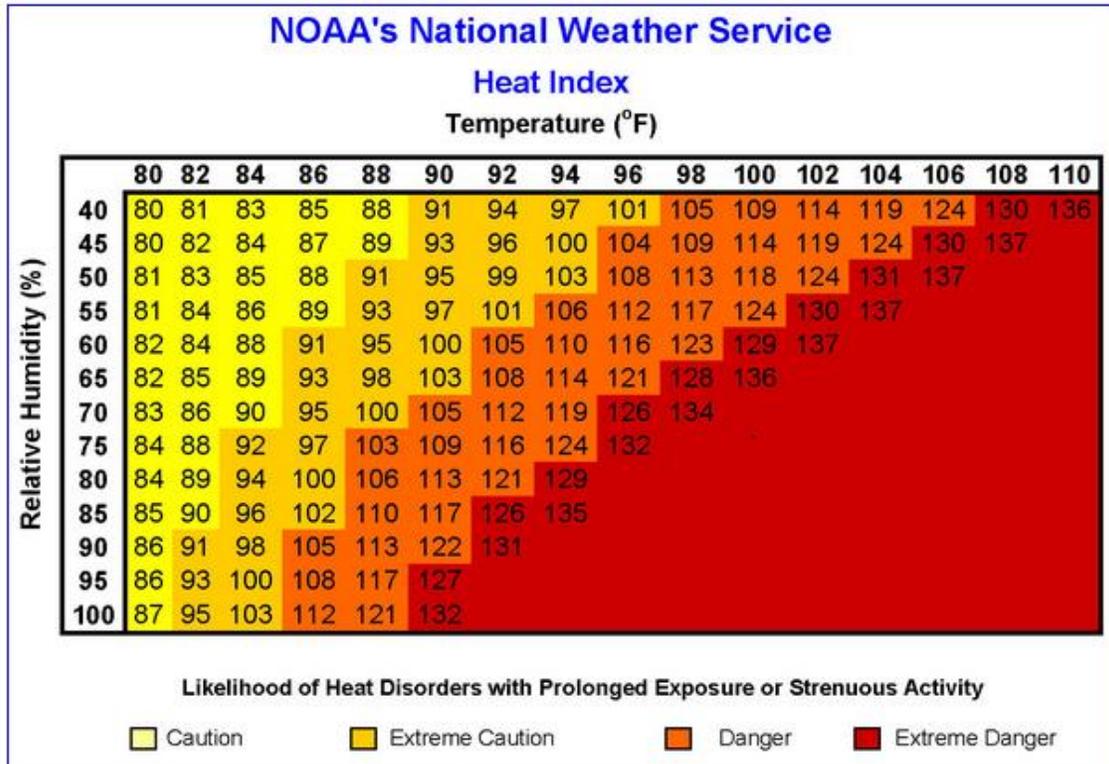


Figure 1. Heat index chart.

8. Documentation

All injury evaluations should be documented by the ATC and kept electronically. Any hard paper copies of prescriptions, doctor's notes, physicals and other forms will be kept and locked up in the filing cabinet located in the athletic training room inside the Le Duc center. Two copies of said forms should be requested so that the nurse and ATC both have copies.