



ATHLETIC DEPARTMENT EMERGENCY ACTION PLAN: RESPONSE TEAMS

Athletic Director: David Fai School: Lincoln High School Facility: Football/Soccer Field

Call 911 or your local EMS for all medical emergencies. If unresponsive and not breathing normally, begin CPR and get the AED.

911 TEAM		
CALL 911. Explain emergency. Provide location.		
Local EMS Number:	<i>(619) 472-1865</i>	
EMS Access Point:	<i>Franklin Ave</i>	
Cross Streets:	<i>Gloria Street</i>	
Responder 1:		
MEET AMBULANCE at EMS Access Point. Take to victim.		
EMS Access Point:	Practices: <i>Franklin Ave</i>	Events: <i>Franklin Ave</i>
Cross Streets:	<i>Gloria St</i>	<i>Gloria St</i>
Responder 1:		
CALL CONTACTS. Provide location and victim's name.		
Athletic Trainer: <i>Victor Diaz</i>	<i>(619) 266-6500 Ext. 1546</i>	
Athletic Director: <i>David Fai</i>	<i>(619) 266-6500 Ext. 3402</i>	
Principal: <i>Stephanie Brown</i>	<i>(619) 266-6500 Ext. 3601</i>	
Assistant Principal: <i>Eric Brown</i>	<i>(619) 266-6500 Ext. 3301</i>	

CPR/AED TEAM
START CPR.
<ol style="list-style-type: none"> 1. Position person on his/her back. 2. Put one hand on top of the other on middle of person's chest. Keeping arms straight, push hard and fast, (100 compressions/minute.) Let chest completely recoil after each compression. 3. Take turns with other responders as needed.
Coach/Advisor:
Responder 1:
Responder 2:
WHEN AED ARRIVES, TURN IT ON AND FOLLOW VOICE PROMPTS.
<ol style="list-style-type: none"> 1. Remove clothing from chest. 2. Attach electrode pads as directed by voice prompts. 3. Stand clear while AED analyzes heart rhythm. 4. Keep area clear if AED advises a shock. 5. Follow device prompts for further action. 6. After EMS takes over, give AED to Athletic Director for data download.

AED TEAM		
GET THE AED KIT.		
Nearest AED:	Practices <i>New Gym</i>	Events <i>New Gym</i>
Responder 1:		
GET THE ATHLETIC TRAINER.		
Athletic Trainer: <i>Victor Diaz</i>		
Cell/Contact Method: (619) 266-6537 Ext. 1546		
Typical location: <i>AT Room 1549</i>		
Responder 1:		

*By law, all athletic coaches, paid and or volunteer, must be currently certified in CPR and First Aid and Concussion Awareness as outlined in Section 5590- 5596 of Title V of the California Code of Regulations and Education Code Sections 35179.5 and 44919. More information can be found at <http://cifstate.org/> under the Health & Safety tab, in the Sports Medicine Handbook.



SDUSD Athletic Emergency Protocol

Athletic Team: **Fall: Football Winter: Soccer Spring: Lacrosse Track & Field** Location: **Football/Soccer Field**

1. Call 911 and/or other emergency number consistent with organizational policies.
2. In situations where there is no athletic trainer or health professional present, school staff should follow either the District's First Aid Guidelines or Emergency First Aid Guidelines for California Schools (both on District website).
3. Never leave the injured alone; If First Aid supplies not present, send someone to retrieve school site's Trauma Back Pack and nearest AED (if cardiac arrest suspected), to bring to the location of the trauma victim.
4. Instruct emergency medical services (EMS) personnel to "report to (name of school) **Lincoln High School**, and meet **Home Side Entrance Gate**, at (sport facility) **Football/Soccer Field** as we have an injured student-athlete in need of emergency medical treatment."

The school or facility address is **4777 Imperial Avenue San Diego, CA 92114**

Entrance gate is located at **Franklin Ave**

Nearest cross streets are **Gloria St.**

5. Provide necessary information to EMS personnel:
 - Name and telephone number of caller
 - Number of victims: condition of victim(s)
 - Identify injury (head/neck, fracture, loss of consciousness, heat illness, cardiac arrest, etc.)
 - First-aid treatment initiated
 - Specific directions as needed to locate scene
 - Other information as requested by dispatcher
6. Medical Attendant will provide appropriate emergency care until arrival of EMS personnel: on arrival of EMS personnel, the medical attendant will provide pertinent information (method of injury, vital signs, treatment rendered, medical history) and assist with emergency care as needed.

Note:

 - Obtain student emergency card and insurance information card
 - Administrator or Athletic Director should accompany student-athlete to the hospital
 - Notify administrative staff if not present
 - **Parents should be contacted by administrator or athletic director as soon as decision to transport is made.**
 - Obtain medical card and insurance information for injured student-athlete
 - Complete appropriate injury report.

Location of AED(s): **New Gym, Nurse's Office, 400 Building, Athletic Trainer**

Emergency Phone Numbers

Hospital **Paradise Valley Hospital (619) 470-4141**

Fire Department **San Diego Fire-Rescue Department Station 12 (619) 533-4300**

Ambulance Service **American Medical Response (619) 472-1865**

GAME MANAGEMENT PLAN

Pre-season safety meeting

- School Administration
- Athletic Director
- Review and revise emergency plan

Pre-season contacts to provide schedules and offer an invitation to attend

- Local Fire Department
- Local Police Department

Pre-season emergency preparation

- Identify an ambulance service
- Identify local hospital with emergency trauma center and/or emergency room nearest to your school
- Identify the best route to the hospital
- Identify medi-vac procedures in the event a helicopter would be necessary to transport.

Pre-season coaches meeting

- Discuss the need to inspect and recondition equipment.
- Review coaches handbook
- Review game management procedures
- Review emergency plan
 - Include coaches responsibilities in the event of medical emergency
 - Schedule a practice run of a medical emergency during a team practice session
 - Include procedures for moving a victim with spinal injury

Pre-season parents meeting

- Include medical emergency information and protocol

Prior to game day contacts

- Head game official
 - Exchange necessary information
- Medical attendant
- Opponent's administration
- Opponent's athletic director (early in week)
 - Confirm transportation of athlete
 - Location of school facilities
 - Parking
 - Ticket information
 - Confirm medical attendant
 - Review emergency protocol

Prior to event

- Charge cell phone
- Check for emergency cards and emergency contact phone number list
- Identify students with injuries or health problems
- Check for adequate medical supplies on sideline
 - Ice, towels, Ziploc bags
 - Water
 - Tools (face mask removal tools)
 - Air splints
 - Spine board
 - AED
 - Transport equipment (spine board, wheel chair, crutches and cart)

Event

- Greet opponent's administration, athletic directors, officials and medical attendant upon their arrival.
- Review timelines (if changed), and emergency plan
- Confirm emergency protocol with opponents medical staff
- In the event a student-athlete will need to be transported, identify who the person will be that will call 911.
- Identify who will accompany the student-athlete to the hospital
- Athletic Director should accompany the medical attendant on the field when a player is injured. If the head coach takes this responsibility, he must be able to signal to request contacting emergency medical services (EMS).
- Avoiding delays in communication will expedite the time for transporting an athlete and ease the players, parents and spectators fears.

End of contest

- Coaches and athletic director should escort players onto the field/court for post game hand shake
- Athletic director and/or administrator must escort the opponents to the locker room and/or bus.
- Supervise the facility until all student-athletes have left.

HOSTING AN ATHLETIC CONTEST

Home school responsibility

- Fulfill the responsibility to provide an environment that is free of safety hazards.
- Provide appropriate number of supervisory personnel for the activity.
- Develop a plan of action to address inappropriate behavior at interscholastic contest.
- Make contact with the visiting school's administration and/or coaching staff.
- Meet and accompany visiting schools and officials to their locker rooms
- Assure that visiting team and officials locker rooms are secure.
- Escort officials and visiting team from playing area to their locker room at the completion of the contest.
- Provide services available to home team to visiting team, such as trainer, filming area, access to press box, whiteboards, etc.
- Provide beverages and food to officials prior to, during and after contests whenever possible.
- Only display signs that welcome opponents or that are positive toward your school/team. No signs should be displayed that are derogatory.
- Noisemakers are not allowed at athletic contest. This would include, but not limited to, air horns, shakers, whistles, etc.
- Allow only positive cheers that boost their own team/spirit without antagonizing the opponents or the officials.
- Establish a designated area for cheerleaders to stand that causes the least distraction to players. At no time should cheerleaders be stationed directly underneath the basket.
- Monitor that the music played by bands, performance groups or over the PA system is appropriate and is played at the proper time during the athletic contest.
- Have the public address announcer read a prepared citizenship/sportsmanship message prior to each contest.
- Assure that the announcer acts in a professional manner absent of emotional favoritism and editorial comments.
- Remain at the site upon completion of the contest to assure that all needs and concerns are met

Visiting school responsibility

- Arrange transportation for all teams
- Contact the home school and exchange logistical and other pertinent information
- Provide supervision for teams and spectators.
- Upon arrival of administrator and/or athletic director, meet with counterpart of the home team.
- Identify medical staff (if visiting team is providing their own medical staff, have them met with their counterpart.)
- Confirm that there is adequate team emergency supplies
- In the event of an emergency, communicate and/or assist the home school administration.
- Assist with post game activities. Escort players during the post game hand shake.
- Escort players and coaches to the buses.
- Remain at the site upon completion of the contest to assure that all needs and concerns are met