**EMERGENCY ACTION PLAN**

**Crosby ISD**

**Purpose of this Emergency Action Plan:**

The purpose of this document is to provide instructions to members of the Crosby ISD Athletic Department in the event of a medical emergency regarding student-athletes or individuals attending an athletic practice or event.  A medical emergency includes the following situations:

* Unconscious athlete
* Persistent chest pain or difficulty breathing
* Suspected head, neck or spine injury
* Fractures that can’t be transported in any other vehicle other than an ambulance
* Severe bleeding that can’t be controlled or stopped
* Seizures
* Any other circumstance in which responders don’t feel comfortable in handling

**Training Session(s) and EAP Review:**

CPR/AED/basic first aid training will be provided free of charge by the Athletic Trainer at the end and/or the beginning of every school year.   All coaches, band directors, cheerleading and drill team sponsors are required to have this training before they can supervise a practice or contest.  These persons may also receive training via other sources at their own expense.  Documentation of certification must be provided to the Athletic Trainer.  The Emergency Action Plan will be reviewed at the beginning of each academic year.  Coaches should discuss the policy with the Athletic Trainer during their CPR/AED and basic first aid training session.

**Personnel:**

Those with the highest level of health training are responsible for the emergency plan at a session or event.

**Chain of Command during severe or catastrophic injury will be as follows:**

1. Team Physician (if present)

* Will be present at every varsity football home game
* Will be organized and provided by the home team Athletic Trainer

1. Crosby ISD Athletic Trainer

* Will be present or available by phone at all practices or contests conducted on campus
* If, for some reason, the Athletic Trainer can’t be immediately present, the coaches will be notified prior to the event occurring
* If multiple events are occurring on campus the Athletic Trainer will notify the coaches, administrator and security where they will be.
* Sports or activities with a higher risk of injury will take priority
* If multiple injuries occur at the same time they will be triaged and handled from worst to least life-threatening

1. Coaching Staff

* Will be the first responder until the Athletic Trainer arrives
* Each coach is required to have the Emergency Information pages at every practice and game for each athlete present

1. Other support staff (police officers acting as security, coaches from other schools, student athletic trainers, school nurse, spectators/attendees who are licensed or certified medical professionals)

**Roles of the Emergency Team:**

1. **Immediate care of the athlete**

The first and most important role is immediate care of the athlete.  Acute care in an emergency situation should be provided by the most qualified individual on the scene (see Chain of Command). Individuals with lower credentials should yield to those with more appropriate training.

1. **Emergency Equipment Retrieval**

The second role, equipment retrieval, may be done by anyone on the emergency team who is familiar with the types and location of the specific equipment needed.  Student athletic trainers, managers, coaches, or even players may be called on for this role.  **EMERGENCY EQUIPMENT IS LISTED BELOW**

1. **Activation of Emergency Medical Services**

The third role, EMS activation, should be done as soon as the situation is deemed an “emergency” or “life-threatening” event.  Time is the most critical factor.  Activating the EMS system may be done by anyone on the team.  However, the person chosen for this duty should be someone who is calm under pressure, who communicates well, and who is familiar with the location of the sporting event. **STEPS FOR ACTIVATION ARE LISTED BELOW**

1. **Directions to the emergency site**

After EMS has been activated, one member of the team should be responsible for meeting the emergency medical personnel as they arrive at the site of the event, if they are not already there.  An assistant coach or student athletic trainer is appropriate for this role. **DIRECTIONS TO CROSBY ISD VENUES ARE LISTED BELOW**

**Equipment Retrieval:**

The majority of emergency equipment will be under the control of the Athletic Trainer.  If the Athletic Trainer is not on site then coaches are responsible for knowing where the emergency equipment is located and how to get to it.  Emergency equipment listed below will be in designated locations during practices and competitions.

**AUTOMATIC EXTERNAL DEFIBRILLATOR (AED)**

* Crosby Middle School Gym AED is located on the back wall of the Competition Gym.
* Crosby Football Stadium AEDis located in the press box as well as in the field house training room.
* Baseball/Softball Complex AED is located on the wall at the entrance of the ballparks by the ticket booth
* High School Gym AED is located on the wall in the hallway between the gym and the locker rooms.
* Mobile AED is located in the high school athletic training room.

o  Athletic Training AED will be with the Athletic Trainer when covering events on or off campus

**EMERGENCY EQUIPMENT**

* First Aid Kit, CPR mask, Crutches, Air & SAMs splints are all located in the athletic training room if they are not at the specific venue during competitions.

**Emergency Communication:**

**Activation of Emergency Medical Services (EMS)**

In the event that an emergency occurs at a practice or event, a member of the Emergency Team should promptly contact Emergency Medical Services (EMS).  The local emergency telephone number is 911.  Coaches are responsible for having a cellular phone in case of emergency.

**Contacting the Emergency Medical Services (EMS)**

1. If EMTs are at the event, then a signal (determined in advance) should be given to summon them.
2. If EMTs are not on site, call 911.
3. The following information should be provided to the dispatcher:
   1. Location (Be as specific as possible and use directions specified below)
   2. Chief complaint and incident type?
   3. Approximate age?
   4. Conscious: Yes / No. . . or alert
   5. Breathing: Yes / No. . . or difficulty?
   6. Is there chest pain?
   7. Is there severe bleeding (spurting)?
   8. What care is being given to the athlete
4. Notify the Athletic Trainer, if not on site.
5. As EMS is being dispatched, make sure someone is designated to retrieve any needed emergency equipment.
6. Have the coaches serve as crowd control and keep other athletes away from the victim.
7. Send someone to meet the ambulance at the designated entrance and direct to the parking area.
8. If a parent/guardian is not present, a member of the coaching staff will accompany the injured athlete to the hospital.
9. Get the athlete’s Emergency Card to take to the hospital.
10. After EMS has been activated, a coach or administrator will contact the parent/guardian or emergency contact, if they are not present.

**Personnel that Must Be Contacted During Any Emergency**

William Bennett, LAT Taylor Allbritton, ATC LAT

Athletic Trainer Athletic Trainer

Jerry Prieto Edwin Egans Pete Vela

Athletic Director Assistant AD School Resource Officer

Jason Davila Tanya Murphy Mrs. Paula Patterson

Principal CISD District Nurse Superintendent

**Directions to Possible Emergency Sites:**

*Crosby Middle School/ Cougar Stadium* – If 911 has been called and an ambulance has been dispatched to Cougar Stadium; the person on the phone with the dispatcher should tell them to enter the stadium by the visitor side bleachers. There should be a person designated by the staff Athletic Trainer or the Coach In-Charge to direct the ambulance to the stadium and the injured athlete (these are marked on the map by the yellow star).

* Address: 14703 FM 2100 Crosby, TX 77532
* Stadium is located behind Crosby Middle School

*Crosby Middle Gym* – If 911 has been called and an ambulance has been dispatched to Crosby Middle School; the person on the phone with the dispatcher should tell them to enter the gym doors that face Cougar Stadium. There should be a person designated by the Staff Athletic Trainer or the Coach In-Charge to direct the ambulance to the stadium and the injured/ill athlete.

*Ballparks in Crosby* –  If 911 has been called and an ambulance has been dispatched to The Ballparks in Crosby; the person on the phone with the dispatcher should tell them to travel down 333 Red Summit, and pass the high school, follow the road and turn left prior to entering the neighborhood to the back of the high school. There should be a person designated by the staff Athletic Trainer or the Coach In-Charge to direct the ambulance to the field and the injured athlete.

*Crosby High School Competition/Auxiliary Gym* – If 911 has been called and an ambulance has been dispatched to the Crosby High School gyms; the person on the phone with the dispatcher should tell them to travel down 333 Red Summit, and take the main entrance the  school and to travel down that road to the “Crosby Gymnasium” entrance. There should be a person designated by the Staff Athletic Trainer or the Coach In-Charge to direct the ambulance to the injured person.

*Crosby High School Field House/ Weight Room*– If 911 has been called and an ambulance has been dispatched to the field house at Crosby High School; the person on the phone with the dispatcher should tell them to travel down 333 Red Summit, and take the first left into the student parking lot and to travel down to the practice fields to take a right behind the building to gain access to the set of double doors by the weight room. There should be a person designated by the Staff Athletic Trainer or the Coach In-Charge to direct the ambulance to the field and the injured athlete.

*Crosby High School Tennis Courts* – If 911 has been called and an ambulance has been dispatched to the tennis courts, directions for the ambulance can be given by using the directions for the Ballparks in Crosby or the Crosby High School Field House depending on where the injured/ill person is.