



Emergency Action Plan

OH Platt High School



In case of an emergency, personnel responsibilities, locations of emergency equipment, and other emergency information such as 911 call instructions, addresses / directions to the venue, and a chain of command with important phone numbers have been listed here.

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Documentation of Recent Changes

As changes to the EAP are made, please list the change, page affected and date that the change was made.

Specific Changes Made	Page(s) Affected	Date
Julia Franzik	29	5/30/24

Emergency Telephone Numbers

This list is only to be used in the case of an emergency.

Off-Site Contacts	Phone Number
Emergency	9-1-1
Police Department	9-1-1
Fire Department	9-1-1
Ambulance	9-1-1
Midstate Medical Ctr ER	203.694.8911
Hartford Hospital ER	860.972.0770

On-Site Contacts	Phone Number
Athletic Training Room	203.235.7962
Nurse	203.235.7962
Athletic Director – Bob McKee	860.302.9648
Asst Athletic Director - Trish Wodatch	860.508.6090
Main Office	203.235.7962

Title	Name	Office	Cell
Athletic Trainer	Julia Franzik	203.235.7962	203.494.9165
Athletic Director	Bob McKee	203.238.2334	860.302.9648
Asst Athletic Director	Trish Wodatch	203.235.7962	860.508.6090
Principal	Dan Corsetti	203.235.7962	
School Nurses	Crystal Gabianelli Megan Guest	203.235.7962	

Introduction

Emergency situations may arise at any time during athletic events. Expedient actions must be taken in order to provide the best possible care to the student athlete. The development and implementation of an emergency action plan will help ensure that the best care will be provided.

As emergencies may occur at any time and during any activity, all school activities personnel must be prepared. Athletic organizations have a duty to develop an emergency action plan that may be implemented immediately when necessary and provide appropriate standards of emergency care to all sports participants. This preparation involves formulation of an emergency action plan, proper coverage of events, maintenance of appropriate emergency equipment and supplies, utilization of appropriate emergency medical personnel, and continuing education in the area of emergency medicine and planning. Through careful pre-participation physical screenings, adequate medic coverage, safe practice and training techniques and other safety avenues, some potential emergencies may be averted. However, accidents and injuries are inherent with sports participation, and proper preparation on the part of the sports medicine team should enable each emergency situation to be managed appropriately and efficiently.

Components of an Emergency Action Plan

1. Emergency Personnel
2. Emergency Communications
3. Emergency Equipment
4. Roles of First Responder
5. Venue Directions with a Map
6. Emergency Action Plan Checklist for Non-Medical Emergencies

Emergency Personnel

The first responder in an emergency situation during an athletic practice or competition is typically a member of the sports medicine staff, such as a certified athletic trainer. However, the first responder may also be a coach or another member of the school personnel.

Certification in cardiopulmonary resuscitation (CPR), first aid, automated external defibrillator (AED), emergency action plan review, and prevention of disease transmission, and emergency plan review is required for all athletics personnel associated with practices, competitions, skills instructions, and strength and

conditioning [including: athletic director, school nurse, certified athletic trainer, all coaches, etc.]. Copies of training certificates and/or cards should be maintained with the athletic director. All coaches are required to have CPR, First Aid, AED, and concussion management training certifications.

The emergency team may consist of physicians, emergency medical technicians, certified athletic trainers, athletic training students, coaches, managers, and possibly even bystanders. Roles of these individuals will vary depending on different factors such as team size, athletic venue, personnel present, etc.

The four basic roles within the emergency team are:

1. Establish Scene Safety and Immediate Care:

- This should be provided by the most qualified individual on the medical team (the first individual in the chain of command).

2. Activation of Emergency Medical Services:

- This may be necessary in situations where emergency transportation is not already on site. Time is the most critical factor, and this may be done by anyone on the team.

3. Equipment Retrieval:

- This may be done by any emergency team member familiar with the types and locations of the specific equipment needed.

4. Direction of EMS to Scene:

- An emergency team member should be in charge of meeting the emergency personnel as they arrive and directing them to the appropriate location. This person should have keys to locked gates/doors.

Activating Emergency Medical Services

Call 9-1-1

Provide information

- Name, address, telephone number of caller
- Nature of the emergency (medical or non-medical) *
- Number of athletes
- Condition of the athlete(s)
- First aid treatment initiated by the first responder
- Specific directions as needed to locate the emergency scene (i.e. "Use the south entrance of the school off Oregon Rd.")
- Other information requested by the dispatcher
- **DO NOT HANG UNTIL INSTRUCTED TO BY THE DISPATCHER**

*If non-medical, refer to the specified checklist of the schools non-athletics emergency action plan.

Emergency Communication

Communication is key to a quick, efficient emergency response. There is a pre-established phone tree to ensure all relevant parties are notified. Access to a working telephone line or other device, either fixed or mobile, should be assured. There should also be back-up communication in effect in case there is a failure of the primary communication. At every athletic venue, home and away, it is important to know the location of a workable telephone. Please see page 9 for emergency communication guidelines for Platt High School.

Medical Emergency Transportation

Any emergency situation where there is loss of consciousness (LOC), an impairment of airway, breathing, or circulation (ABCs), or there is neurovascular compromise should be considered a "load and go" situation, and emphasis is placed on rapid evaluation, treatment, and proper transportation. Any emergency personnel who experiences doubt in their mind regarding the severity of the situation should consider a "load and go" situation and transport the individual.

Non-Medical Emergencies

For the non-medical emergencies (fire, bomb threats, violent or criminal behavior, etc.) refer to the school emergency action plan and follow instructions.

Post EAP Activation Procedures:

Documentation

Documentation must be done by ATC (or other provider) and coach immediately following activation of the EAP. Both an injury report and accident report form must be filled out.

Debriefing

A team composed of the ATC, AD, coaches, nurse and one or two other school district employees not involved with the situation must discuss the event within 48 hours. This team must evaluate the effectiveness of the EAP and conduct a staff debriefing. A specific timeline for changes to EAP should be made for promptness.

Conclusion

The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. An individual's survival may hinge on the training and preparation of healthcare providers. It is prudent to invest athletic department "ownership" in the emergency action plan by involving the athletic administration and sport coaches as well as sports medicine personnel. The emergency action plan should **be reviewed at least once a year** with all athletic personnel and local emergency response teams. Through development and implementation of the emergency plan Platt High School helps ensure that the athletes will have the best care provided when an emergency situation does arise.

Staff Education

1. Each season, every coach will receive a copy of the Emergency Action Plan (EAP)
 - Each coach will provide their signature to confirm they have read the documents and have asked any potential questions.
2. A copy of the relevant EAP will be in each medical kit which is to be kept with the coach at every practice / event.
3. A copy of the EAP will be posted on the wall in the athletic training room.

Chain of Command

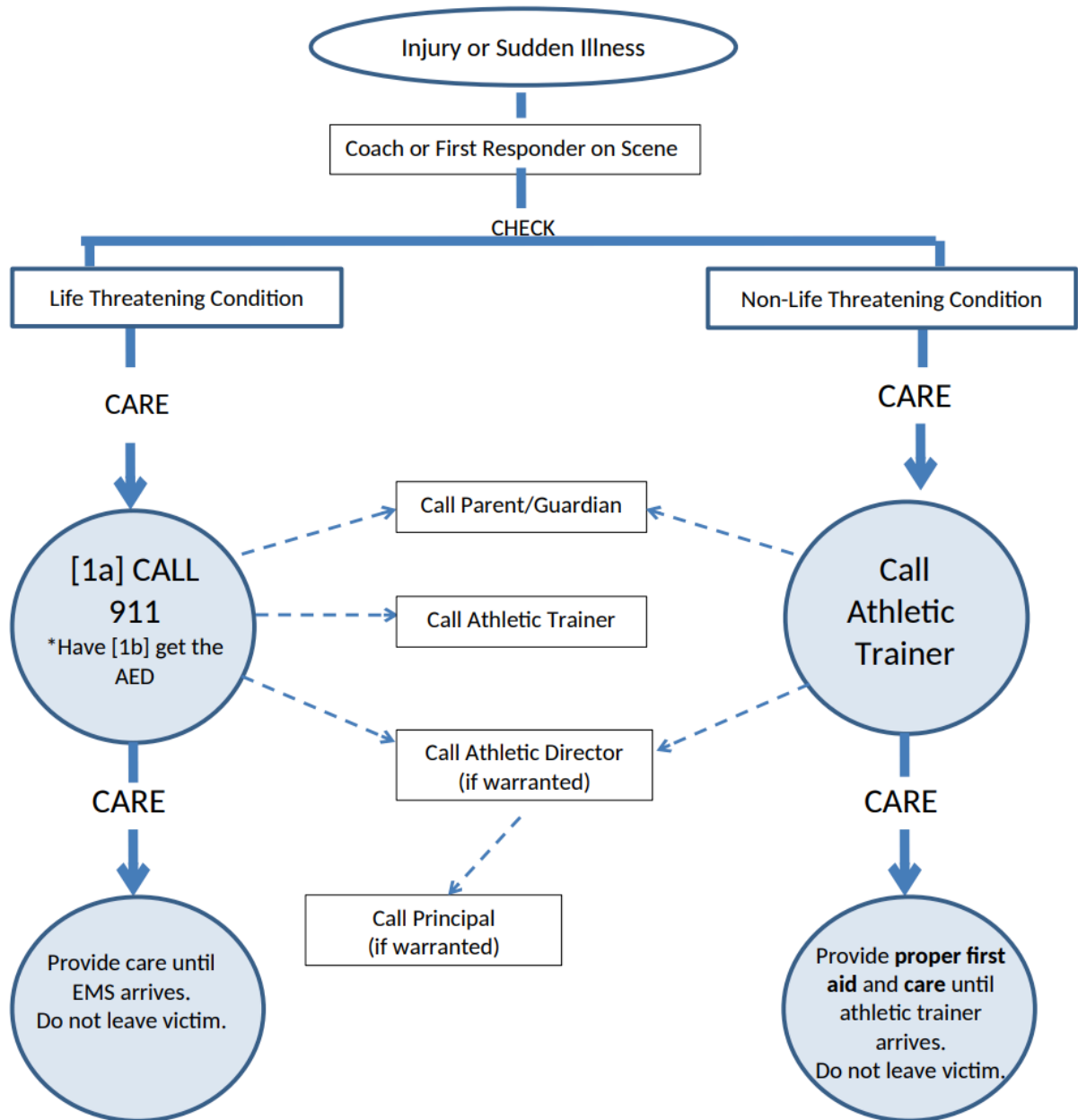
The athletic trainer should always act as the primary caregiver at the site of the injury or accident (when on-site), and would manage the situation according to the following rank:

1. Athletic Trainer
2. Head Coach
3. Assistant Coach
4. Athletic Director

In the event that a certified athletic trainer is not present or on-site at the time of the injury, the following chain of command would be used:

1. Head Coach
2. Assistant Coach
3. Athletic Director

Emergency Situation Contact Tree



After the situation is controlled: Contact Athletic Director – Bob McKee or Assistant Athletic Director – Trish Wodatch

Athletic Trainer may contact sports medicine physician for guidance at their discretion.

Emergency Equipment Locations

1. Athletic Trainer Medical Kit
 - a. Located with ATC for all covered events
2. AED
 - a. Location of Primary AED - with Athletic Trainer
 - b. Location of Secondary AED - on wall inside school between the Pool and Gymnasium
3. Nearest Phone
 - a. Athletic Trainer's personal cell phone will be on their person while covering all events.
 - b. Coaches' should have their personal cell phones on their person at practice and games (find emergency numbers on page 3)
4. Rescue Inhalers
 - a. Coaches are responsible for each student who has an inhaler and is responsible for bringing the inhaler if they were provided with one.
 - b. Inhaler must be left with the coach (labeled with their name) during practices and games; not left in their personal bags.
 - c. The Athletic Trainer may be given a backup inhaler by parent or athlete to keep in the med kit.
5. EpiPen
 - a. Coaches are responsible for each student who has an EpiPen, and is responsible for bringing their EpiPen with them to all practices and games.
 - b. EpiPen must be left with the coach (labeled with their name) during practices and games; not left in their personal bags.
 - c. Athletic Trainer may be given a backup by the parent or athlete to keep in the med kit.
6. Splints (SAM Style only)
 - a. With ATC during events
 - b. In Athletic Training Room
7. Biohazard bags
 - a. Red bags – in athletic training med kit and in Athletic Training Room
 - b. Disposal Bin – in Athletic Training Room
8. Ice machines are located in the Athletic Training Room and the Boy's Varsity locker room.

9. Cold water immersion tub will be located on the south side of the visitors dugout, behind first base on the Varsity Softball field.

Platt High School AED Location

The main AED for Platt High School is inside the school on the wall in the hallway between the Small Gymnasium and the Pool

Lightning

Outdoor activities will be postponed when lightning is within 10 miles.

Seek shelter immediately. Go inside the nearest building with plumbing, into buses or personal vehicles.

Outdoor activities will resume 30 minutes after the last thunder or lightning strike is detected.

Exertional heat stroke

Call 911 and initiate cold water immersion alternatives.

Best practice is to have the core body temperature below 101°F before being transported. “Cool first, transport second.”

The cold water immersion tub will be located on the south side of the visitors dugout, behind first base on the Varsity Softball field. The hose will be located in the tub, and the spigot is located underneath a plate nearer to first base. The tub should be filled with water and two or more 10 gallon coolers of ice. If there is a lack of a rectal thermometer to measure core temperature, the athlete should be held in the water up to the neck until shivering, at which time it will be safe to transport.

Emergency Action Procedures

Activate the EAP:

- Any loss of consciousness
- Possible Spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

Platt High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

Emergency Procedures:

1. Check the scene
 - a. Is it safe for you to help?
 - b. What happened?
 - c. How many victims are there?
 - d. Can bystanders help?
2. Instruct Coach / bystanders to call 911
 - Provide the following information
 - a. Who you are
 - b. General information of the situation
 - c. Where you are (Provide: name, location of the situation, address, telephone #, number of individuals, type of injury occurred, treatment provided, specific directions).
 - d. ***STAY ON THE PHONE, BE THE LAST TO HANG UP! ***
3. Perform CPR / First Aid
 - a. Check ABC's, LOC, and for severe breathing.
 - i. If athletic trainer is present, they will stay with the athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach will stay with the athlete and provide immediate care.
 - b. **Instruct coach or bystander to GET AED!!**
4. Designate coach or bystander to control the crowd.
5. Contact the Athletic Trainer for Platt high school if not present on scene
6. Meet ambulance and direct to appropriate site.
 - a. Open all necessary gates/doors
 - b. Designate an individual to "flag down" and direct to scene
 - c. Control injury site, limit care providers
7. Assist ATC / EMS with care as directed
8. An assistant coach must go with the athlete to the hospital if no guardian is present or follow in car if not allowed in ambulance
9. Document event and debrief.

Injury Action plan

Sudden Cardiac Arrest		
CHECK	CALL	CARE
<ul style="list-style-type: none"> ● Loss of consciousness ● Agonal breathing ● Absence of heartbeat ● Absence of breathing 	<ul style="list-style-type: none"> ● Call 9-1-1 	<ul style="list-style-type: none"> ● Get AED ● Start CPR (30 compressions and 2 breaths) ● Count 30 as in "ONE one thousand, TWO one thousand...") ● Apply AED as soon as possible

Head and Neck Injury		
CHECK	CALL	CARE
<ul style="list-style-type: none"> ● Loss of consciousness ● Numbness and tingling ● Loss of sensation ● Loss of movement ● Pain and tenderness on the neck 	<ul style="list-style-type: none"> ● Call 9-1-1 	<ul style="list-style-type: none"> ● DO NOT MOVE THE ATHLETE until EMS takes over ● Stay with the athlete and monitor the symptoms

Concussion		
CHECK	CALL	CARE
<ul style="list-style-type: none">● Loss of consciousness● Vomiting● Pupils unequal in size● Severe headache/dizziness● Loss of movement/sensation● Neck pain and tenderness● Seizure	<ul style="list-style-type: none">● Call 9-1-1	<ul style="list-style-type: none">● DO NOT RETURN THE ATHLETE TO PARTICIPATION on the same day

Exertional Heat Stroke		
CHECK	CALL	CARE
<ul style="list-style-type: none">● Core body temperature higher than 104°F.● Changes in personality/behaviors● Central nervous system dysfunction	<ul style="list-style-type: none">● Call 9-1-1	<ul style="list-style-type: none">● Initiate cold water immersion immediately● Reduce core body temperature below 101°F before transporting with the EMS

Asthma		
CHECK	CALL	CARE
<ul style="list-style-type: none"> ● Wheezing ● Difficulty breathing ● Unable to finish a sentence ● Chest pain 	<ul style="list-style-type: none"> ● Call 9-1-1 	<ul style="list-style-type: none"> ● Help the athlete self-administer the inhaler

Anaphylaxis		
CHECK	CALL	CARE
<ul style="list-style-type: none"> ● Skin reactions ● Swollen tongue or throat ● Wheezing and trouble breathing ● Nausea ● Vomiting ● Diarrhea ● Dizziness ● Loss of consciousness 	<ul style="list-style-type: none"> ● Call 9-1-1 	<ul style="list-style-type: none"> ● Help the athlete self-administer the Epi-Pen

Diabetes		
CHECK	CALL	CARE
<ul style="list-style-type: none">● Confusion or drowsiness● Hunger● Profuse sweating● Clammy skin● Loss of consciousness	<ul style="list-style-type: none">● Call 9-1-1	<ul style="list-style-type: none">● Provide sugar or food

Opioid overdose		
CHECK	CALL	CARE
<ul style="list-style-type: none">● Pinpoint eyes (pupils constricted)● Loss of consciousness● Agonal breathing● Pale/blue/gray skin and finger tips● Confusion	<ul style="list-style-type: none">● Call 9-1-1	<ul style="list-style-type: none">● Administer Narcan if available● Get AED● Start CPR if no sign of heartbeat

Seizure		
CHECK	CALL	CARE
<ul style="list-style-type: none"> ● Involuntary muscle contraction ● Vomiting ● Loss of consciousness 	<ul style="list-style-type: none"> ● Call 9-1-1 	<ul style="list-style-type: none"> ● Put them in a recovery position (laying on their side) ● Do not put objects in their mouth ● Do not restrain them

Site Specific Action Plans

Main Gymnasium (Basketball, Volleyball, Wrestling):

Address: 220 Coe Avenue, Meriden, CT (nearest cross street is Coe and Oregon)

Nearest AED: on the wall in the hallway between the Small Gymnasium and the Pool.

Specific instructions for ambulance:

From Coe Avenue pull into the main entrance with the bus loop. Enter through the front doors. The Main Gymnasium is on the right.

From Oregon Road pull into the South parking lot and park in front of the second set of double doors. Enter and take the first left. Enter Main Gymnasium through the second door on the right (double doors).



Small Gymnasium (Wrestling, Cheer):

Address: 220 Coe Avenue, Meriden, CT (nearest cross street is Coe and Oregon)

Nearest AED: on the wall in the hallway between the Small Gymnasium and the Pool.

Specific instructions for ambulance:

From Coe Avenue pull into the main entrance with the bus loop. Enter through the front doors. Follow straight down the hallway passing the main gymnasium entrance and foyer area on your right. Turn right at the next major hallway. Small Gymnasium is on the right.

From Oregon Road pull into the South parking lot and park in front of the second set of double doors. Enter and take the first left. Enter the Small Gymnasium through the first door on the right.



Weight Room and Cardio Room:

Address: 220 Coe Avenue, Meriden, CT (nearest cross street is Coe and Oregon)

Nearest AED: on the wall in the hallway between the Small Gymnasium and the Pool.

Specific instructions for ambulance:

From Coe Avenue pull into the main entrance with the bus loop. Enter through the front doors. The Weight Room is down the hall on the left.

(continued)

From Oregon Road pull into the South parking lot and park in front of the second set of double doors. Enter and take the second left down the hall. The Weight Room is down the hall on the right (double doors).



Pool (Swim and Dive):

Address: 220 Coe Avenue, Meriden, CT (nearest cross street is Blackstone and Oregon)

Nearest AED: on the wall in the hallway between the Small Gymnasium and the Pool.

Specific instructions for ambulance:

From Coe Avenue pull into the main entrance with the bus loop. Enter through the front doors. Proceed straight down the hall. Take the hallway on the right past the south Gymnasium entrance. Pool deck access is the last set of double doors on the left.

From Oregon Road pull into the South parking lot and park in front of the second set of double doors. Enter and take the first set of double doors on the right for pool deck access.



Friedman, Gooding, Klarman Track and Field (Football / Soccer / Lacrosse):

Address: 220 Coe Avenue, Meriden, CT (nearest cross street is Blackstone and Oregon)

Nearest AED: on the wall in the hallway between the Small Gymnasium and the Pool.

Specific instructions for ambulance:

From Oregon Road pull into the South parking lot and pull into the first gate immediately on the right, and go down hill to access the field/track.

From Coe Avenue pull into the parking lot (not the drop off loop), and proceed towards the back of the building with the school on your right. Access the track and field through the gates at the back of the building.



Rich Katz Baseball Field:

Address: 220 Coe Avenue, Meriden, CT (nearest cross street is Blackstone and Oregon)

Nearest AED: on the wall in the hallway between the Small Gymnasium and the Pool.

Specific instructions for ambulance:

From Oregon Road pull into the South parking lot and pull into the first gate immediately on the right, and go down hill to access the field via the track.

Alternatively you may enter the gates at the south end of the field.



Varsity Softball Field:

Address: 220 Coe Avenue, Meriden, CT (nearest cross street is Blackstone and Oregon)

Nearest AED: on the wall inside the school in the hallway between the Small Gymnasium and the Pool.

Specific instructions for ambulance:

From Coe Avenue pull into the parking lot (not the drop off loop), and proceed towards the back of the building with the school on your right. Access the field through the gates at the back of the building.



Tennis Courts:

Address: Corner of Coe Avenue and Hamilton Street

Nearest AED: on the wall in the hallway between the Small Gymnasium and the Pool.

Specific instructions for ambulance:

From Coe Avenue turn onto Hamilton Street. Turn into the tennis court parking lot, the first driveway on the left.



Junior Varsity Softball Field:

Address: Opposite Platt High School, Coe Avenue, Meriden, CT
(nearest cross street is Coe and Oregon)

Nearest AED: on the wall inside the school in the hallway between the Small Gymnasium and the Pool.

Specific instructions for ambulance:

The softball field is located on Coe Avenue directly across from the front of the school, on Lincoln Middle School property. Access directly from Coe Avenue.



Ceppa Field (Baseball):

Address: 88 Gale Avenue, Meriden, CT (nearest cross street is Gale and Harrison)

Nearest AED: No AED on site. **CALL 911 and initiate CPR**

Specific instructions for ambulance:

From Gale Avenue turn into the parking lot. Baseball field is to the right rear of the parking lot. Enter through the main gate to access the field.



Legion Field (Baseball):

Address: 835 Hanover Road, Meriden, CT (nearest cross street is Hanover and Harrington)

Nearest AED: No AED on site. **CALL 911 and initiate CPR**

Specific instructions for ambulance:

From Hanover Road pull into the parking lot of the American Legion Post 45, and bearing left, proceed towards the back of the building. Turn right at the back of the building and proceed to the field in front.



North End / Jack Barry Field (Softball)

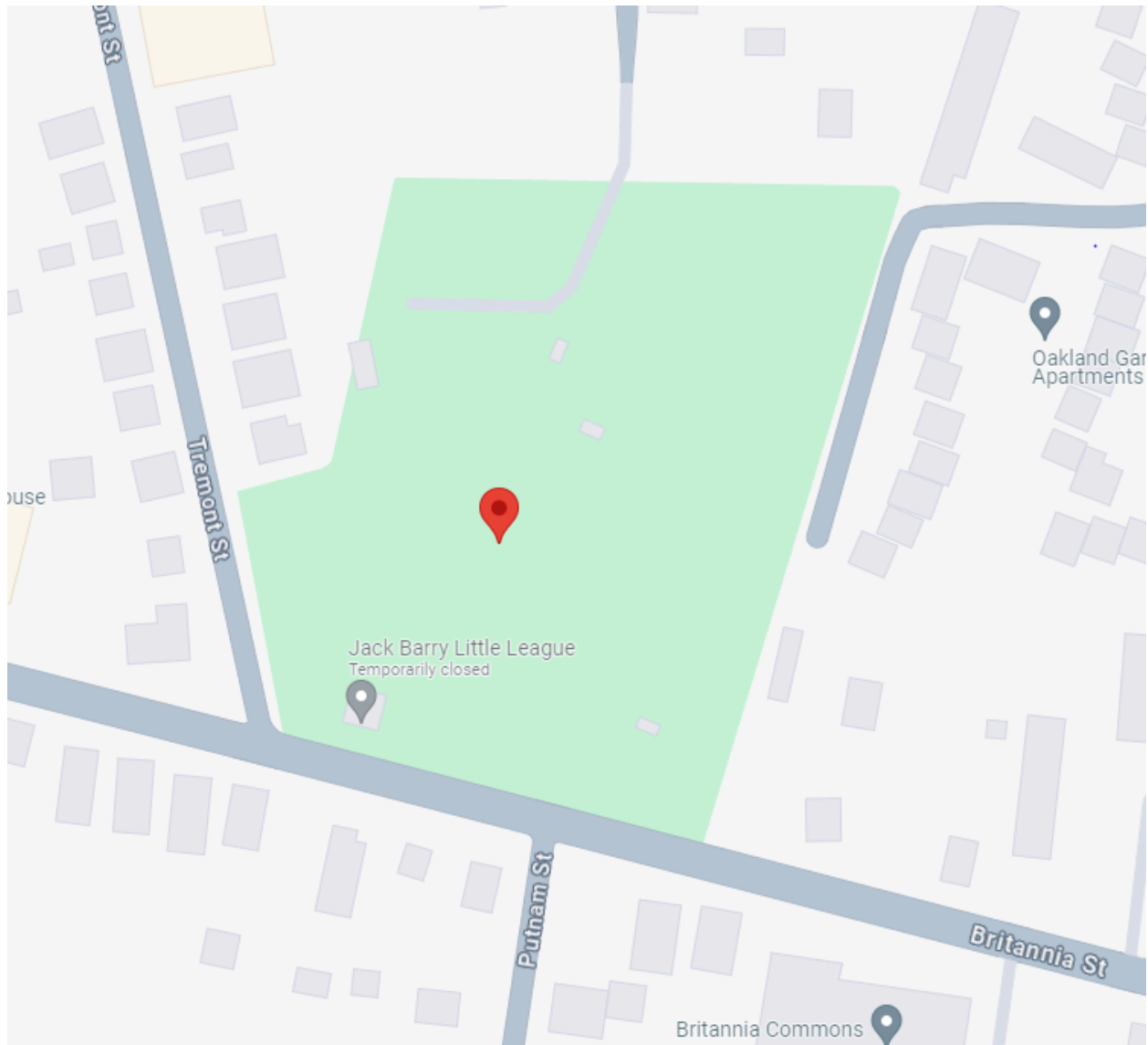
Address: 210 Britannia Street, Meriden, CT (nearest cross street is Tremont and Britannia)

Nearest AED: No AED on site. **CALL 911 and initiate CPR**

Specific instructions for ambulance:

Traveling east on Britannia St turn onto Tremont street to be directly behind the dugout.

Or continue past the field on Britannia St into the parking lot on the left.



William Dunn Sports Complex:

Address: 402 Thorpe Avenue, Meriden, CT (nearest cross street is Thorpe and Ives)

Nearest AED: No AED on site. **CALL 911 and initiate CPR**

Specific instructions for ambulance:

From East Main Street turn onto Thorpe Avenue. Travel 0.9 miles and take a left at the "Ballfields" sign. Follow up the hill to the ball field on the left.



Hunter Memorial Golf Course:

Address: 688 Westfield Road, Meriden, CT (nearest cross street is Bee and Westfield)

Nearest AED: No AED on site. **CALL 911 and initiate CPR**

Specific instructions for ambulance:

From Westfield Road turn left into the parking lot just before Bee Street.

From Bee Street turn left onto Westfield Road, then turn right into the parking lot.



Hubbard Park Bandshell (Cross Country):

Address: 999 West Main Street, Meriden, CT (nearest cross street is West Main and Spruce)

Nearest AED: No AED on site. **CALL 911 and initiate CPR**

Specific instructions for ambulance:

From West Main Street Westbound turn right onto Hubbard Park Drive. Turn left onto Mirror Lake Drive, then left into the first driveway to access the bandshell from the front. To access the rear of the bandshell continue on Mirror Lake Drive and turn left onto Notch Road. Turn left onto the access road just at the bandshell.

From West Main Street Eastbound turn right onto Hubbard Park Drive. Turn left onto Mirror Lake Drive, and follow around the lake. Continue straight through the stop sign and turn right onto the first driveway after the pool to access the bandshell from the front. To access the rear of the bandshell continue on Mirror Lake Drive and turn right at the stop sign onto Notch Road. Turn left onto the access road just at the bandshell.



Falcon Field:

Address: 200 Westfield Road, Meriden, CT

Nearest AED: No AED on site. **CALL 911 and initiate CPR**

Specific instructions for ambulance:

From Westfield Road turn left into the parking lot across from Baldwin Pond/Lois Street. Follow the driveway past the Falcon BMX park to the north end of the field. Enter through the Emergency Access Gate on the north end of Falcon Field.

From Bee Street turn left onto Westfield Road, then turn right into the parking lot across from Baldwin Pond/Lois Street. Follow the driveway past the Falcon BMX park to the north end of the field. Enter through the Emergency Access Gate on the north end of Falcon Field.



Approval and Verification Page:

This document has been read and revised by the Platt High School athletic trainer, team physician and athletic director.

Team Physician: _____

Date: _____

Athletic Trainer: _____

Date: _____

Athletic Director: _____

Date: _____

I _____ (Print coach name/sport) have read and understand the Emergency Action Plan for Platt Athletics. I understand my roles and responsibility should an emergency occur in my presence. I have also rehearsed this Emergency Action Plan and understand my role in an emergency situation with an athletic trainer present and without. I have been given the opportunity to ask all questions and have received the proper answers to my questions.

I also understand that I must keep my CPR/AED and First Aid Certifications up to date and that it is my responsibility to ensure a lapse does not occur. I am also aware that I must be trained in concussion management and it is my responsibility to ensure a lapse does not occur.