

EMERGENCY ACTION PLAN

**THIS PLAN IS POSTED ON THE SCHOOL WEBSITE AND AT EACH FACILITY
THIS TEMPLATE SHOULD BE CUSTOMIZED INTO A SEPARATE PLAN FOR EACH FACILITY**

Amber-Pocasset Public Schools has a written emergency plan that should be followed in the event of a medical emergency. All coaches/sponsors 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 a 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 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:

- 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 suspected heatstroke
- Severe bleeding that cannot be stopped

Chain of Command:

Administrator

Head Coach

Assistant Coach

Other Athletes

The highest person in the chain of command who is present at a 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 be of 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:

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 the 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. (If calling from a school phone, just dial the 10 digit number. There is no need to dial anything else.)
 - EMS should be provided the following information:
 - Nature of the emergency
 - The condition of the injured person
 - How to get to where the injured person 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 Amber-Pocasset High School are located in the main office, coaches' offices, and personal cell phones.
4. The leader will send runners to all intersections between where the athlete is located and Amber-Pocasset High School/venue-specific location 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.
6. If transport is deemed necessary by EMS, the athlete will be taken to Grady Memorial Hospital 2220 W Iowa Ave, Chickasha, Ok 73018, unless the parent requests otherwise and the emergency contact information will be provided by the leader/designate to EMS.

Locations

Amber-Pocasset High School
401 East Main
Amber, OK 73004

The closest intersection to the school is State Highway 92 (west of the school) and Main Street (north of the school).

Facilities

- High School Gymnasium
 - Main Entrance: West doors
 - AED on-site, located in the gym lobby.
- Auxiliary Gym
 - Main Entrance: Southside rear entry due to construction
 - No AED on-site, nearest one in High School Gymnasium
- Auditorium
 - Currently not in use due to construction
- Weight Room
 - Main Entrance: East and West side of the building
 - No AED on-site, nearest one in High School Gymnasium
- Maintenance Barn

- Main Entrance: East and West side of the building
- No AED on-site, nearest one in High School Gymnasium
- Ag Classroom and Shop
 - Main Entrance: East side of the building
 - No AED on-site, nearest one in High School Gymnasium
- Ag Barn
 - Main Entrance: North side of the building
 - No AED on-site, nearest one in High School Gymnasium
- Softball Hitting Facility
 - Main Entrance: East Side of the building
 - No AED on-site, nearest one in High School Gymnasium
- Baseball Hitting Facility
 - Main Entrance: West side of the building
 - No AED on-site, nearest one in High School Gymnasium

Amber-Pocasset Elementary School
511 South Washington
Pocasset, OK 73079

The closest intersection to the school is State Highway 81 (east of the school) and Fifth Street (north of the school).

Facilities

- PE Gymnasium
 - Main Entrance: South side of the building
 - AED located in the cafeteria
- Playground
 - Southeast part of the campus
 - Nearest AED located in the cafeteria