

OTPS ATHLETICS

EMERGENCY ACTION PLANNING

HAZARDOUS WEATHER DURING AN EVENT

All staff members who COULD be involved should become familiar with the facility's emergency procedures.

SEVERE WEATHER/LIGHTNING & TORNADO WATCH –

The coach/advisor should:

1. Monitor weather reports
2. Know the school's safety plan in case severe weather occurs
3. Contact the activities director, principal and/or superintendent about implementing the school safety plan in case severe weather occurs
4. Know the closest safe shelter location
5. Follow school's protocol for releasing students to parents/guardians, if appropriate

The activities director / event manager should:

1. Talk with the contest officials and coaches/advisors about the procedures to follow if severe weather occurs (evacuation, documentation of contest information - score, time left in contest, possession, etc.)
2. Communicate with the facility staff about the procedures to follow if severe weather occurs
3. Make certain the shelter area is unlocked and available

TORNADO WARNING – Take shelter; the shelter area is _____.

The coach/advisor should:

1. Remain calm
2. Know the school's safety plan
3. Evacuate participants and other personnel to the pre-determined safe shelter. That location is _____
4. Account for all participants and personnel once in the shelter
5. Have participants and personnel remain quiet and have them listen to instructions
6. Have participants and other personnel sit on the floor facing the wall, legs crossed, heads down and hands clasped over their heads
7. Avoid spaces that are opposite doorways, areas with swinging doors, rooms with windows or glass, areas with a large roof
8. Contact the athletic director, principal and/or superintendent as soon as possible
9. Follow school protocol for releasing students to parents/guardians

IF it is determined it is necessary to take shelter, the activities director / event manager should:

1. Make the announcement shown below
2. Evacuate participants, personnel, and spectators to the designated shelter area. That location is _____
3. Assist with the evacuation and make certain no one remains
4. Contact the principal and/or superintendent
5. Contact the AD from the opposing school to inform of the situation and reschedule the contest
6. Communicate cancellation and rescheduling information with the media, as per the critical incident/emergency plan
7. Follow school protocol regarding releasing information about the situation to the media

The following links are provided by the National Weather Service.

<http://www.spc.noaa.gov/faq/tornado/safety.html>

<http://www.spc.noaa.gov/faq/tornado/school.html>

PA Script:

Ladies and gentlemen – Due to the severe weather conditions we are experiencing, please take shelter. For your safety, and the safety of others, we ask you to remain calm, quiet, and quickly move to shelter. Participants, report to your coaches/advisors and go to _____ (designated shelter area). Spectators, please take cover in _____. You will be given additional information when it is available.

Lightning Procedures

1. PA announcement informing patrons and participants of the lightning and give the order to clear the stadium. Inform the patrons of the mandatory thirty minute restart rule.
2. Coaches will be designated areas directing participants, coaches and officials where to go.
3. Administration will sweep the stadium and fields for any stragglers.
4. PA will give the all clear for everyone to return.

Tornado Procedures

1. PA announcement informing patrons and participants of the tornado warning in the area and where they should take shelter.
2. Coaches should take teams and officials to the recommended shelter area.
3. Administration should direct the patrons to the recommended shelter area.
4. Administration will sweep the stadium and fields for any stragglers.
5. PA will give the all clear for everyone to return.

Football Field (Football Season)

Lightning – All participants, coaches and officials should return to their locker rooms. All spectators should move to the restrooms or return to their car. No one is allowed to stay in the stadium/field area. Once play has been suspended, wait at least thirty minutes after the last flash of lightning is witnessed prior to resuming play. Any subsequent flash of lightning after the beginning of the thirty minute count reset the clock and another thirty minute count should begin. Hold periodic reviews for appropriate personnel.

Tornado Warning/Siren Alert - Move all participants, coaches, officials, and spectators to the HS gym into all four locker rooms. The visiting team and coaches should return to the east locker room.

Softball Field

Lightning – All participants, coaches and officials should move to the multi-purpose building. All spectators should move to the restrooms or return to their car. No one is allowed to stay in the stadium/field area. Once play has been suspended, wait at least thirty minutes after the last flash of lightning is witnessed prior to resuming play. Any subsequent flash of lightning after the beginning of the thirty minute count reset the clock and another thirty minute count should begin. Hold periodic reviews for appropriate personnel.

Tornado Warning/Siren Alert – Move all participants and spectators into the locker rooms in the LE gym. If necessary use the concession stand and restrooms as well.

Baseball Field

Lightning – All participants, coaches and officials should move to the multi-purpose building. All spectators should move to the restroom under the home football stadium or return to their car. No one is allowed to stay in the stadium/field area. Once play has been suspended, wait at least thirty minutes after the last flash of lightning is witnessed prior to resuming play. Any subsequent flash of lightning after the beginning of the thirty minute count reset the clock and another thirty minute count should begin. Hold periodic reviews for appropriate personnel.

Tornado Warning/Siren Alert – Move all participants and spectators into the restrooms under the home football stadium. If necessary use the concession stand as well.

Football Field (Soccer Season)

Lightning – All participants, coaches and officials should move to the multi-purpose and athletic buildings. All spectators should move to the restrooms or return to their car. No one is allowed to stay in the stadium/field area. Once play has been suspended, wait at least thirty minutes after the last flash of lightning is witnessed prior to resuming play. Any subsequent flash of lightning after the beginning of the thirty minute count reset the clock and another thirty minute count should begin. Hold periodic reviews for appropriate personnel.

Tornado Warning/Siren Alert – Move all participants and spectators on the home side into the restrooms and concession under the home side of the football stadium. Move all visiting participants and spectators to the east side locker room and restrooms.

Tennis Courts

Lightning – All participants, coaches and officials should move into high school. All spectators should move into the high school or return to their car. No one is allowed to stay in the area. Once play has been suspended, wait at least thirty minutes after the last flash of lightning is witnessed prior to resuming play. Any subsequent flash of lightning after the beginning of the thirty minute count reset the clock and another thirty minute count should begin. Hold periodic reviews for appropriate personnel.

Tornado Warning/Siren Alert – Move all participants to into the High School to the nearest restrooms

Football Field (Track Meets)

Lightning – All participants, coaches and officials should return to their locker rooms. All spectators should move to the restrooms or return to their car. No one is allowed to stay in the stadium/field area. Once play has been suspended, wait at least thirty minutes after the last flash of lightning is witnessed prior to resuming play. Any subsequent flash of lightning after the beginning of the thirty minute count reset the clock and another thirty minute count should begin. Hold periodic reviews for appropriate personnel.

Tornado Warning/Siren Alert - Move all participants, coaches, officials, and spectators in the track area to the HS gym into all four locker rooms. Move all participants, coaches, officials, and spectators in the field event area to the LE gym into all four locker rooms. Meet workers should move to the east locker room.