

EMERGENCY PLAN



Lewis Center For Educational Research



Norton Science and Language Academy

230 S. Waterman Ave.

San Bernardino, CA 92408

Athletics Emergency Procedures

Norton Science and Language Academy has a written emergency plan that should be followed in the event of a medical emergency. All coaches should be familiar with this document and their role and responsibility in an emergency. Any questions should be directed to the Athletic Director, or school administrator. An emergency is the 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 Athletic Trainer, coaches, and administrators be efficient and 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 are:

- 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 heat stroke
- Severe bleeding that cannot be stopped

Chain of Command:

Athletic Director
Head Coach
Assistant Coach (If provided)

AED Locations:

[Gym - by G105]
3 traveling AEDs for Field events and away competitions

Emergency Equipment:

Provided to all teams per coaches

***The highest person in the chain of command who is present at the scene will be the designated person in charge, or leader. That person is responsible for the following:**

- **Monitoring the athlete and administering necessary first aid until EMS arrives**
- **Designating someone to call 911**
- **Designating someone to get AED/ emergency equipment**
- **Designating someone to unlock all necessary gates and direct EMS to the venue; and/or notify a campus security/custodian to do so**
- **Designating someone to find the athlete's emergency card and notifying their emergency contact**

Duties

Athletic Director

- Responsible for health care of injured athlete/s and activating the EAP

Head Coach

- Responsible for calling EMS, ensure access to site, direct EMS to injured athlete
- Responsible for retrieving emergency card and contacting emergency contact, assist with crowd control, accompanying injured athlete with EMS transportation from event if parents are unable

Campus Supervisor/Security

- Responsible for directing EMS to site of athlete with injury and ensuring gates are accessible for EMS, maintain crowd control

Sport Officials

- Maintain crowd control

Emergency Medical Personnel

- Responsible for care and transportation of the athlete

In the case of a non-life-threatening injury that requires transportation to an emergency care facility, the designated emergency contact will be responsible for transportation unless otherwise requested. If the designated emergency contact is unavailable, EMS will transport the athlete, and a designated school representative (assistant coach) will travel with athlete. In the case of a life-threatening injury and the need for immediate EMS transportation, the designated emergency contact is first in line to travel with the athlete if already on-site; otherwise, the designated school representative (assistant coach) will travel with the athlete.

Communication

- The primary means of communication is cell phones
- The secondary means of communication is landlines
- Email will be utilized for follow-up communication
- Communication with parents: If an athlete requires transportation to an emergency care facility, the parents of the athlete must be contacted and informed of which facility they will be going to.
- Emergency cards must be readily available at each practice/competition/event.

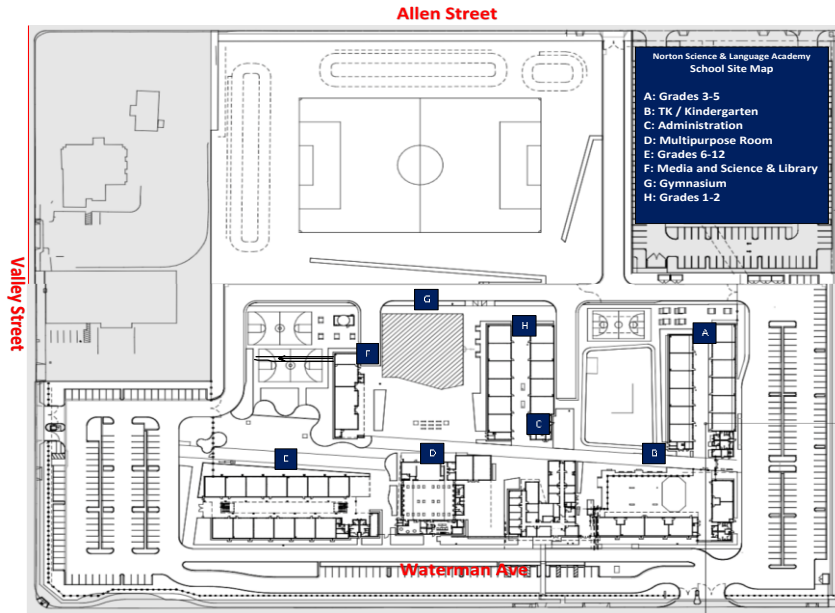
Example Athletics Emergency Procedures

Home Game Procedure (Gym or Field)

- The head coach ensures scene safety and makes a primary evaluation; begins performing an appropriate emergency protocol to care for the athlete.
- An assistant coach or CSO calls 911 and then the athlete's emergency contact.
- An athlete will contact a second CSO to clear access to the site and will then meet EMS at the designated meeting site and direct them to the injured athlete.
- Sport officials are to assist with crowd control to ensure that medical personnel have room to function.
- Once EMS arrives, the Head coach relays all necessary medical information to EMS from the emergency card and the current situation. If parent/emergency contact is unavailable, EMS will transport the athlete, and the designated school representative will travel along.
- The head coach will complete an incident report, and he/she, along with the Athletic Director, will continue to contact the athlete's emergency contact.
- The head coach will notify the Athletic Director of the incident within 24 hours.

AWAY GAME/COMPETITION

- When you arrive at an away game/competition, ask the opposing coach if they have an athletic trainer on site and where he/she will be located during your time there.
- The host athletic trainer oversees all injury/emergency situations and returns to play decisions for our athletes.
- The host athletic trainer will ensure scene safety, make a primary evaluation with assessment of the ABCs, and begin performing an appropriate emergency protocol to care for the athlete.
- The head coach and assistant coaches should be at the scene to assist the host athletic trainer with things like calling 911 and contacting the athlete's emergency contact.
- Once EMS arrives, a coach or parent/emergency contact relays all necessary medical information to EMS from the emergency card.
- If parent/emergency contact is unavailable, EMS will transport the athlete, and the designated school representative will travel along.
- The head coach will complete an incident report and he/she, along with the Athletic Director, will continue to contact the athlete's emergency contact. The head coach may also receive an incident report from the host athletic trainer if possible.



EMERGENCY PERSONNEL

Athletic Director:

Devin Sutorius (949) 233-3757

Principal:

Erika Agosto (909) 693-1099

Manager Facilities:

Ryan Chamberlain (760) 403-5353

Lead CSO:

Teresa Monroy (909) 289-0097

GENERAL PROCEDURES

Provide care until EMS arrives.

CALL 911 and give field/location directions.

Retrieve closest AED/emergency equipment.

Unlock gates and flag down emergency rigs.

Contact the athlete's emergency contact; designate someone to ride in ambulance.

All additional personnel assist with crowd control.

IMPORTANT INFORMATION

School Address: 230 S. Waterman Ave
San Bernardino Ca, 92408

Cross Streets: Allen St. and Valley St.

Directions: Utilize Back Entrance off Allen St.

Emergency Equipment: Closest AED: Gymnasium next to Cleaning Room G107. First-aid supplies, splints, crutches: Athletic Room (G105)

Closest Medical Facilities:

Dignity Health - St. Bernardine Medical Center
(Open 24 hours)

2101 N. Waterman Ave, San Bernardino Ca, 92404
(909) 883-8711

Concentra Urgent Care
(Open 24 hours)

599 Inland Center Dr Ste 105, San Bernardino, CA 92408
(909) 889-2665

