

ATHLETIC DEPARTMENT EMERGENCY ACTION PLAN



School Name: _____ Athletic Director/Contact Number: _____

Administrator Name/Contact Number: _____ Facility: _____

Call 911 or your local EMS for all medical emergencies. If unresponsive and not breathing normally, begin CPR and get the AED.

SCHOOL INFO & 911 INFO		
CALL 911. Explain emergency. Provide location.		
School Address:		
Local EMS Number:		
EMS Access Point: (Main Field)		
Cross Streets:		
EMS should be told what the emergency is, the condition of the athlete and how to get to where the athlete is located.		
MEET AMBULANCE at EMS Access Point. Take to victim.		
EMS Access Point: (Secondary)		
Cross Streets:		
Enter Secondary Access Point, if other athletic facilities have a different entry gate other than the primary EMS Access Point listed above.		
Only check the box(es) to the left if EMS will use the secondary access point to reach the listed athletic facility.		
Gym <input type="checkbox"/>	Pool <input type="checkbox"/>	Tennis <input type="checkbox"/>
CALL CONTACTS. Provide location and victim's name.		
Athletic Trainer:	Cell:	
Athletic Director:	Cell:	
Principal:	Cell:	
Assistant Principal:	Cell:	
School Police (LASPD): (213) 625-6631		
Local Police Dept. :		
Poison Control : (800) 222-1222		

CPR/AED INFO
START CPR.
1. Position person on his/her back.
2. Put one hand on top of the other on middle of person's chest. Keeping arms straight, push hard and fast, (100 compressions/minute.) Let chest completely recoil after each compression.
3. Take turns with other responders as needed.
Athletic Trainer, Coach or Athletic director will provide appropriate emergency care until EMS arrives.
WHEN AED ARRIVES, TURN IT ON AND FOLLOW VOICE PROMPTS.
Coaches are required to have a first aid kit and student-athlete emergency cards at all time.
LOCKDOWN PROCEDURES
1. Predesignate a safe area for team(s).
2. For team(s) outdoors, choose a safe path of travel and a safe designation.
3. Supervise and calm students along the the route and once in secured location.
4. Account for students and provide update on location, and status of students.
5. If admin is not present, contact LASPD and provide update on situation.
6. Once LASPD or local police deem the area safe, students should be released to parent/guardian listed on emergency card.

AED LOCATION INFO		
GET THE AED KIT.		
Primary AED:		
Secondary AED:		
LOCAL HOSPITAL INFORMATION		
Nearest Hospital:		
Hospital Address:		
Hospital Phone #:		
Parent should be contacted by admin, AD or coach as soon a decision to transport the student made.		

*By law, all athletic coaches, paid or volunteer, must be currently certified in CPR/AED, First Aid and Concussion Awareness as outlined in Section 5590- 5596 of Title V of the California Code of Regulations and Education Code Sections 35179.5 and 44919. **In Compliance with AB 2009, schools need to have an EAP and AED available at all athletic activities. Share EAP with coaches and have them review with teams and post Emergency Action Plan in the principal's portal to share with District.**

By signing this form you certify the above policies for the EAP have been met and the information is accurate.

Admin Signature

Date

Athletic Director Signature

Date