

WCPSS ATHLETIC EMERGENCY PLAN

Recommended Guide

Each day it becomes increasingly apparent that each high school and middle school in Wake County must have a plan of action in the event of an athletic emergency. All schools must have a precise, written protocol to ensure that quick and proper action is taken when that unforeseen emergency occurs.

The following information is a recommended guide to develop the appropriate emergency plan for your school. Upon completion of your Emergency Action Plan, appropriate personnel must have a copy of this plan (Athletic Director, Athletic Trainers, Coaches, Administrators, etc.). It is also recommended that copies be readily available in locations you deem appropriate.

Emergency Action Plan Guidelines

1. Develop a comprehensive list of emergency telephone numbers
 - Location of available phones and instruction in use of those phones
 - EMS (if different from 911)
 - School Main Number
 - Principals
 - Assistant Principals
 - Athletic Director
 - Key Physicians
 - Athletic Trainer Cellular Phone Number
2. Have immediate access to parent phone numbers available
3. The following information should be given when calling 911
 - Description of the problem
 - Report what emergency care has been given
 - Your name
 - Athlete's name
 - Exact location
 - Your telephone number
 - Do not hang up until dispatcher instructs you to do so
4. Develop a protocol for emergencies occurring during practice and for games. The protocol would entail developing a list denoting a "chain of command" in the event of an emergency. This should include all venues and equipment necessary.
5. **Develop a plan for handling potentially life-threatening injuries and a referral plan for concussion, cervical spine injuries, and cardiac and heat related illnesses. AED education, utilization, and response should be included.**
6. Send a map of your school/athletic facilities to your local EMS station. If you use facilities at sites other than your campus, that information should also be included.
7. Rehearsal of the plan is advised.