

AYL EMERGENCY ACTION PLAN  
OPEN PARK

# **ANYTOWN YOUTH LACROSSE (AYL)**

## **Emergency Action Plan**

**Open Park**

**Lacrosse Field**

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**EMERGENCY ACTION PLAN**

**Facility Name: *Open Park***

**Facility Address: *101 Colonel Dr. Anytown, NA 02010***

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**EMERGENCY PERSONNEL NAMES, PHONE NUMBERS, and INSTRUCTIONS**

An emergency action plan (EAP) is a written document consistent with best practices to optimize participant safety and is required by the leadership of AYL . The purpose of the EAP is to facilitate and organize AYL personnel to respond appropriately to emergencies occurring during AYL sanctioned events.

In case of an emergency situation the personnel responsibilities are as follows:

**AYL Athletic Trainer**

- In case of:

- ***Unconscious athlete***
  - Check ABCs
  - Obtain AED from AYL Board Member (if necessary)
  - Activate EMS
  - Follow appropriate Cardiac protocols
  - 
  - DOCUMENT
- ***Exertional / Heat Illness***
  - Remove athlete from play
  - Relocate to a shaded area
  - Remove equipment
  - Properly hydrate
  - 
  - Watch vitals for worsening symptoms
  - Follow appropriate EHI protocols
  - Attempt cooling, activate EMS if needed
  - DOCUMENT
- ***Concussion***
  - Check for LOC (if positive activate EMS)
  - Clear C-Spine (if positive activate EMS)
  - Remove athlete from play

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- 
- Follow appropriate concussion protocols
- Provide take home instructions to parents
- Refer if needed
- Once signs and symptoms end begin progressive return to play
- DOCUMENT
- ***Cervical Spine Injury***
  - Maintain C-spine
  - Activate EMS
  - 
  - Coordinate equipment management with EMS
  - Monitor vital signs
  - Follow appropriate cervical spine protocols
  - Update coach
  - DOCUMENT
- ***Fractured bone***
  - Splint and stabilize fracture site
  - 
  - Refer to Emergency Department
  - Check vitals of limb where fracture is present
  - Note any difference and report to appropriate healthcare providers
  - DOCUMENT
- ***Choking***
  - Use Heimlich Maneuver
  - 
  - DOCUMENT
- ***Bleeding***
  - Activate EMS
  - Maintain direct pressure
  - Elevate (if possible) above the heart
  - 
  - Continue with application of gauze (Do NOT remove previously used gauze)

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- *Monitor and Report Vitals to coach speaking with emergency operator until EMTs arrive on scene and then communicate final levels to EMTs*
- DOCUMENT

**AYL Safety Coach**

- In case AYL ATC is NOT present:

- ***Unconscious athlete***

- Check ABCs
- Obtain AED
- Activate EMS
- 
- Perform CPR or hands only chest compressions (depending on training) until EMS arrives- if no pulse
- REPORT

- ***Exertional Heat Illness***

- Remove athlete from play
- Relocate to a shaded area
- Remove equipment
- Properly hydrate, cool with ice or cold water
- Monitor vitals for worsening symptoms
- 
- Activate EMS if symptoms worsen
- REPORT

- ***Concussion***

- Check for LOC (if suspected activate EMS)
- Clear C-Spine (if suspected activate EMS)
- Remove athlete from play
- Contact parents
- 
- Refer to physician immediately
- Contact ATC
- Once physician or ATC clears athlete begin progressive return to play
- REPORT

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- ***Cervical Spine Injury***
  - Maintain C-spine (if certified to do so)
  - Activate EMS
  - Monitor breathing and pulse
  - 
  - Do NOT remove equipment from athlete
  - Do NOT move athlete
  - Comfort athlete
  - REPORT
- ***Fractured bone***
  - Splint and stabilize fracture site (if has knowledge to do so)
  - Alert Parents
  - 
  - Refer to Emergency Department (EMS may be needed for unstable large fractures)
  - Check vitals of limb where fracture is present
  - Note any difference, relay information to healthcare provider
  - REPORT
- ***Choking***
  - Use Heimlich Maneuver
  - Activate EMS
  - 
  - REPORT
- ***Bleeding***
  - Activate EMS
  - 
  - Maintain direct pressure
  - Elevate (if possible) above heart
  - Continue with application of gauze (Do NOT remove previously used gauze)
  - REPORT

**AYL Coach**

- In case neither AYL ATC nor AYL Safety Coach are present:

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- ***Unconscious athlete***
  - Activate EMS
  - 
  - Check pulse, if absent perform chest compressions
  - Contact Parents
  - REPORT
  
- ***Exceptional Heat Illness***
  - Remove athlete from play
  - Relocate to a shaded area
  - Remove equipment
  - Properly hydrate, Cools with ice if available
  - Watch vitals for worsening symptoms
  - 
  - Contact Parents
  - Activate EMS if symptoms worsen (ie increased temperature, disorientation etc)
  - REPORT
  
- ***Suspected Concussion***
  - If loss of consciousness is SUSPECTED activate EMS
  - If C-Spine is SUSPECTED activate EMS
  - Remove athlete from play
  - Contact Parents
  - 
  - Refer to physician immediately
  - Contact ATC
  - Once physician or ATC clears athlete begin progressive return to play per instructions
  - REPORT
  
- ***Cervical Spine Injury***
  - DO NOT MOVE ATHLETE
  - Activate EMS
  - DO NOT REMOVE EQUIPMENT
  - Comfort athlete

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- 
- Contact Parents
- REPORT
- **Fractured bone**
  - Activate EMS
  - 
  - Splint and stabilize fracture site (if certified to do so)
  - REPORT
- **Choking**
  - Use Heimlich Maneuver
  - Activate EMS
  - 
  - REPORT
- **Bleeding**
  - Activate EMS
  - Apply tourniquet
  - 
  - Maintain direct pressure
  - Elevate (if possible) above the heart
  - Continue with application of gauze (Do NOT remove previously used gauze)
  - REPORT

**AYL Leadership Member**

- Call 911 (script pg. 13)
- Retrieve AED or delegate if necessary
- Alert the appropriate departments to the field with emergency
- Inform Anytown Parks and Recreation of emergency (700-777-0343)

**Assistant Coach of Injured Athlete**

- Call Parent if he or she is not present
- Obtain emergency care card from coaches binder
- Go to hospital with athlete if parent is not present



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- Serve as liaison to parent

**Head Coach of Opposing Team**

- Control his or her team
- Control sidelines

**Team Parent of Injured Athlete**

- Meet and direct emergency personal to situation (see map or field location)
- Take EMS HERE sign out of binder (pg. 18) and hold up for EMS at entrance to field
- Control his or her team

**Officials**

- Crowd Control
- Do not allow the parents or the crowds to interrupt or impede emergency personal or situation

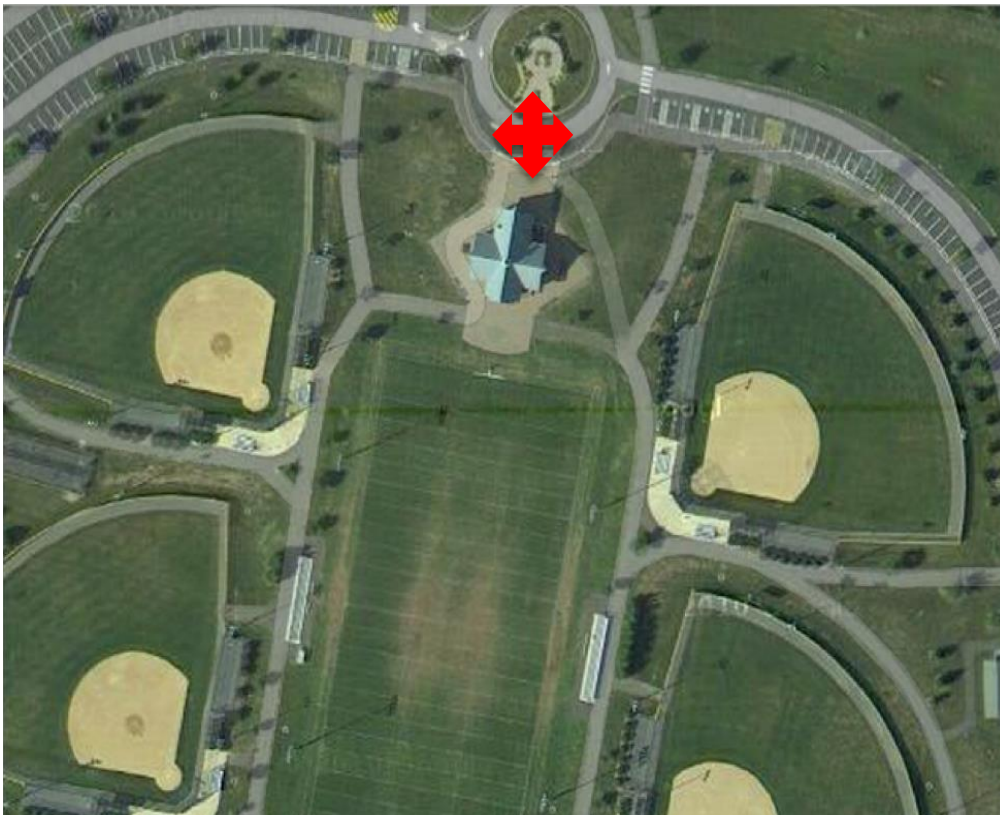
***\* Each member of the emergency action plan should have a fully charged cell phone and a copy of the emergency action plan appropriate for the field.***

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**EMERGENCY VEHICLES DIRECTIONS**

- 1) From Route 654 turn RIGHT into park
- 2) Use entrance to RIGHT to concession to gain access to lacrosse field

\* Lacrosse field is located directly behind the concession building



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**EMERGENCY PHONE NUMBERS**

EMERGENCY: 911

AYL President: \_\_\_\_\_  
(NAME) (PHONE)

AYL Safety Coach: \_\_\_\_\_  
(NAME) (PHONE)

Concussion Management Plan (CMP) Contact: \_\_\_\_\_  
(NAME) (PHONE)

AYL Athletic Trainer: \_\_\_\_\_  
(NAME) (PHONE)

Anytown County Parks and Recreation: (700)-777-0343

INOVA Anytown Hospital: (700)-858-6000  
44045 Riverside Parkway  
Anytown, NA 02010

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**TYPES OF EMERGENCY**

- Medical Emergency (pg. 11)
- Fire Emergency (pg. 13)
- Catastrophic event (pg. 14)
- Weather Emergency (pg. 15)

**MEDICAL EMERGENCY**

- 1) Call 911
- 2) Provide the following information:
  - a) Nature of medical emergency
    - Unconscious athlete
    - Heat illness
    - Concussion
    - Cervical spine injury
    - Fractured bone
    - 
    - Choking
    - Uncontrollable bleeding
    - Report vitals
    - Any other significant medical information from emergency care card and attending medical professional
  
  - a) Location of the emergency: LACROSSE FIELD  
101 Colonel Dr  
Anytown NA, 02010
  
  - b) You will be asked:
    - What is the victim's age?
    - What is the victim's gender?
    - Is the victim conscious?
    - Is the victim breathing?
    - Is a head or neck injury suspected?

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- Is there severe bleeding?
- Do you suspect a fracture?
- Where are you located?

c) Say to EMS

- “Hello, we have had a lacrosse related incident. The victim is located at **Open Park**, lacrosse field number <1 or 2>. <Give address if asked: **101 Colonel Dr., Anytown, NA 02010**> . The victim is \_\_\_\_\_ (gender) and approximately \_\_\_\_\_ (age) years old. We are providing <care>. Their vitals are \_\_\_\_\_. The victim is <conscious or unconscious, breathing or not breathing>. The suspected injury is <head or neck injury, fracture, severe bleeding>. My name <give your name> and my phone number is <give your number>. I will meet the emergency personal in the <determine location in advance and ensure no obstructions for EMS access > parking lot and will further direct them to the incident. I will be wearing <description of clothing> and will be holding a sign for direction.

**\*\* STAY ON THE PHONE & GIVE UPDATES\*\***

**\*\* PROCEED TO RED X ON MAP TO MEET EMERGENCY VEHICLES (pg. XX & XX)\*\***

**\*\* USE “EMS HERE” PAGE TO GAIN EMERGENCY VEHICLES ATTENTION (pg.XX)\*\***

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**FIRE EMERGENCY**

*When a fire is discovered:*

1. Notify the local fire department by calling 911
  - Location of the emergency: LACROSSE FIELD  
101 Colonel Dr.  
Anytown NA, 02010
2. Move teams to parking lot for head count by AYL Coach
3. Keep teams together until after emergency has been contained
4. Notify the *AYL board member* about the fire emergency

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**CATASTROPHIC INJURY – CRISIS MANAGEMENT PLAN**

1. Contact AYL Leadership and medical support personnel:
  - AYL Safety Coach: \_\_\_\_\_
  - AYL Athletic Trainer: \_\_\_\_\_
2. Contact Anytown County Parks and Recreation:
  - **(700)-777-0343**
3. Designate CLFYL point person:
  - AYL Leadership: \_\_\_\_\_
  - AYL Safety Coach: \_\_\_\_\_
  - AYL Athletic Trainer: \_\_\_\_\_
4. Contact/update AYL support staff, if not yet familiar with situation
5. Contact family by appropriate individual (use assistance as needed):
6. Coordinated media plan
  - **NO CONTACT WITH MEDIA** from the Athletic Training Staff, Hospital Staff or Medical Personnel or Coaching Staff
7. Establish hospital contact person
8. Meeting with athletes to discuss situation
9. **NO OUTSIDE DISCUSSION OF MEETING WITH MEDIA**
10. Complete documentation of events include everyone involved with signatures
11. Collect and secure all equipment and materials involved
12. Construct a detailed time line of events related to the incident
13. Involve appropriate counseling and ministerial personnel
14. Assign athletic staff member to be with family at all times upon arrival; assist family as needed; protect from outside persons
15. Critical incident stress debriefing/ counseling as necessary for individuals involved in incident
16. **DOCUMENT ENTIRE SITUATION** (as detailed as possible)

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**WEATHER EMERGENCY**

**Tornado:**

- When a warning is issued by sirens or other means, seek inside shelter.

Consider the following:

- Small interior rooms on the lowest floor and without windows,
- Hallways on the lowest floor away from doors and windows, and
- Rooms constructed with reinforced concrete, brick, or block with no windows.
- Stay away from outside walls and windows.
- Use arms to protect head and neck.
- Remain sheltered until the tornado threat is announced to be over.

**Earthquake:**

- Stay calm and await instructions from the Emergency Coordinator or the designated official.
- Keep away from overhead fixtures, windows, filing cabinets, and electrical power.
- Assist people with disabilities in finding a safe place.
- Evacuate as instructed by the Emergency Coordinator and/or the designated official.

**Flood:**

*If indoors:*

- Be ready to evacuate as directed by the Emergency Coordinator and/or the designated official.
- Follow the recommended primary or secondary evacuation routes.

*If outdoors:*

- Climb to high ground and stay there.
- Avoid walking or driving through flood water.
- If car stalls, abandon it immediately and climb to a higher ground.

**Hurricane:**

- The nature of a hurricane provides for more warning than other natural and weather disasters. A hurricane watch issued when a hurricane becomes a threat to a coastal area. A



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hurricane warning is issued when hurricane winds of 74 mph or higher, or a combination of dangerously high water and rough seas, are expected in the area within 24 hours.

*Once a hurricane watch has been issued:*

- Stay calm and await instructions from the Local Emergency Coordinator or the designated official.
- Continue to monitor local TV and radio stations for instructions.
- Move early out of low-lying areas or from the coast, at the request of officials.
- If you are on high ground, away from the coast and plan to stay, secure the building, moving all loose items indoors and boarding up windows and openings.
- Collect drinking water in appropriate containers.

Once a hurricane warning has been issued:

- Be ready to evacuate as directed by the Emergency Coordinator and/or the designated official.
- Leave areas that might be affected by storm tide or stream flooding.

*During a hurricane:*

- Remain indoors and consider the following:
  - Small interior rooms on the lowest floor and without windows,
  - Hallways on the lowest floor away from doors and windows, and
  - Rooms constructed with reinforced concrete, brick, or block with no windows.

**Blizzard:**

*If indoors:*

- Stay calm and await instructions from the Emergency Coordinator or the designated official.
- Stay indoors!
- If there is no heat:
  - Close off unneeded rooms or areas.
  - Stuff towels or rags in cracks under doors.
  - Cover windows at night.

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- Eat and drink. Food provides the body with energy and heat. Fluids prevent dehydration.
- Wear layers of loose-fitting, light-weight, warm clothing, if available.

*If outdoors:*

- Find a dry shelter. Cover all exposed parts of the body.
- If shelter is not available:
  - Prepare a lean-to, wind break, or snow cave for protection from the wind.
  - Build a fire for heat and to attract attention. Place rocks around the fire to absorb and reflect heat.
  - Do not eat snow. It will lower your body temperature. Melt it first.

*If stranded in a car or truck:*

- Stay in the vehicle!
- Run the motor about ten minutes each hour. Open the windows a little for fresh air to avoid carbon monoxide poisoning. Make sure the exhaust pipe is not blocked.
- Make yourself visible to rescuers.
  - Turn on the dome light at night when running the engine.
  - Tie a colored cloth to your antenna or door.
  - Raise the hood after the snow stops falling.
- Exercise to keep blood circulating and to keep warm.

**Lightning:**

*When the AYL Athletic Trainer and/or AYL Safety Coach is present:*

- Turn on lightning detectors to appropriate settings , or utilize reliable weather service app or service
- Before and between games:
  - Report any lightning strikes to the AYL board members
- During games:
  - Report lightning strikes to AYL game officials
  - Help direct teams to cars and/or shelter
  - Begin timer for 30 minutes
  - Watch for more strikes
- Per strike; start timer over

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- Keep fields clear of any athletes until cleared

*When the AYL Athletic Trainer and/or AYL Safety Coach is NOT present:*

- AYL Coach and/or Team Parent must have a weather app on phone to monitor lightning strikes
- Once lightening is seen the fields must be emptied of any and all AYL athletes
- Move teams to cars for shelter
- Begin timer for 30 minutes
- Watch for more strikes
- Per strike; start timer over
- Keep fields clear of any athletes until cleared

AYL leadership member and/or game officials have the power to cancel or postpone games

Athletes may not return to play until AYL Athletic Trainer, AYL Safety Coach, and/or AYL board member deem fields safe for play

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# EMS HERE