

Alton Athletics' Emergency Action Plan

This EAP is designed to help better prepare the staff of Alton High School to react to a medical emergency of an athlete, spectator, or other persons at our athletic events. We will use a per-venue approach to aid with securing the scene and directing EMS personnel where to go in the event of an emergency.

General Plan Information

- +Activating 911 can be done from the nearest phone including cell phone
- +If SRO is at the event have them radio for assistance
- +If Athletic Trainer is present let them handle the injury and take the lead
- +This is a plan of what to do in case of emergency and as always plans may need to be adjusted as the situation dictates.
- +All school personnel should conduct a daily readiness check of the venue EAP, including a survey of emergency equipment, EMS access points, and available personnel.
- +A pregame medical meeting is to be done with coaches and game personnel before any contest.

[AHS Pregame Medical Meeting Card](#)

Chain of command:

- +Athletic Trainer, if available, should be the Primary responder or take over when they arrive. Will remain in command until EMS arrives
- +Volunteer medical personnel in attendance should only be allowed to assist and have no authority unless previously approved by school personnel

Staff Duties:

Primary Responder (1st person to respond):

1. Takes charge of the emergency and is the chief communicator
2. Performs a rapid head-to-toe assessment to identify the site and severity of injury. Determines the need to activate EAP (checks ABCs and life-threatening conditions)
3. Sends someone to activate EMS via 911 or SRO if present (activates EAP)
4. Provides CPR/first aid if necessary, and takes vitals if the injured individual is stable
5. Sends someone to get AED
6. Sends someone to wait at the entrance for EMS
7. Communicate information to EMS when they arrive
8. Sends someone to get an Athletic Trainer if one is not present

Secondary Responders:

1. Assist Primary Responder as directed
2. Assist with CPR/First Aid as needed
3. Assist with taking vital signs if the injured individual is stable
4. Assist in communication to EMS

Additional Responders:

1. Call EMS (From cell phone, land line or SRO, never hang up until EMS hangs up)
2. Get AED
3. Wait for EMS at the designated location as specified per venue (unlock doors and gates)
4. Get an Athletic Trainer if one is not present
5. Keep student-athletes and spectators away from the scene
6. Ensure the path is clear, and gates/doors are open for EMS to enter through.
7. Document time of incident, time of EAP activation, time of EMS arrival on scene

Venues at AHS:

4200 Humbert RD

Alton, IL 62002

Alton High Gymnasium

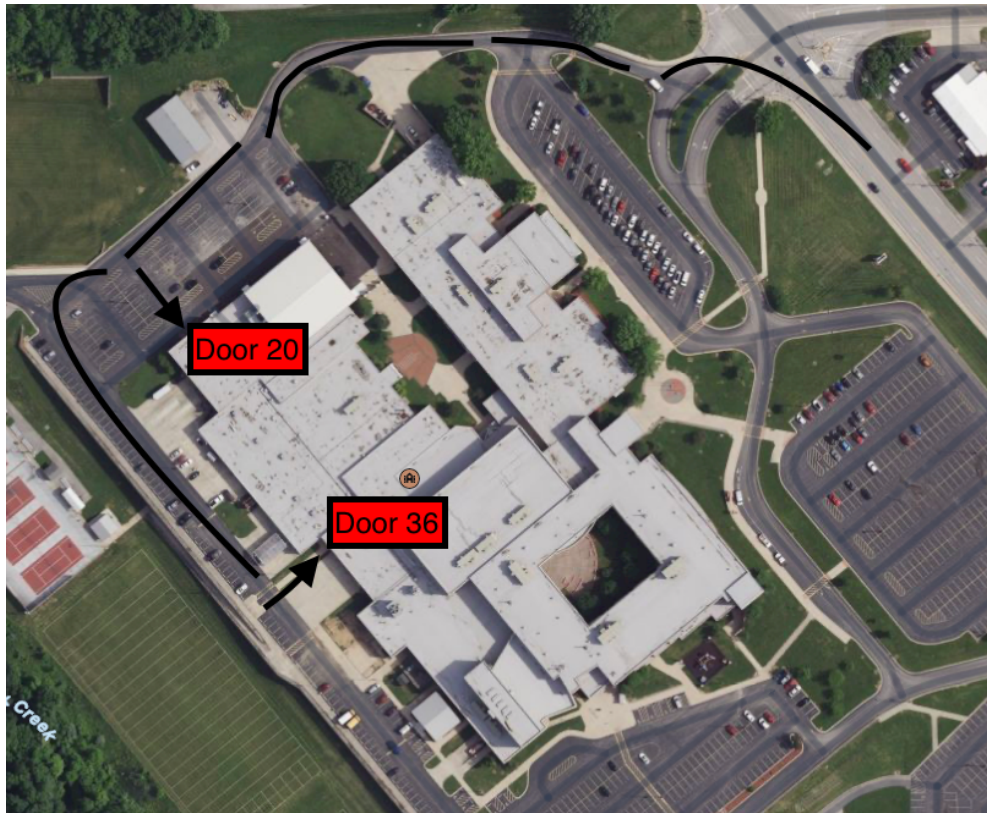
AED Location: In hallway by locker room just outside gym

1. EMS personnel will be directed to enter the building through the rear entrance next to the basketball coaches' office (Door 36) (C133). A staff member should meet them outside this entrance, direct them to the gymnasium, and inform them of any information about the situation.
2. Additional staff will need to secure the scene in both the gym and the hallway on the locker room side of the gym.

Door 20 Entry Locations: Wrestling Rooms, Multi-purpose Room, Weight Room, and Auxiliary Gym

AED Location: Outside Auxiliary Gym near storage

1. EMS personnel should be directed to the north end of the building and enter through Door 20. They should be met there by AHS staff, directed where to go, and any information on the situation.
2. Additional staff will need to help secure the scene.



Outside Venues at AHS

Cold water immersion station located at Tennis court bathroom storage area, unless set up elsewhere for treatment of exertional heat stroke.

AHS Tennis Courts/Upper Football Practice Field

AED Locations: Tennis bathroom storage

EMS personnel should be directed to the service road entrance off the north parking lot down from the red barn. AHS staff needs to ensure the gate to the road is unlocked. EMS should be met there by AHS staff and directed that they can drive down to the courtside as well as be informed about the situation.

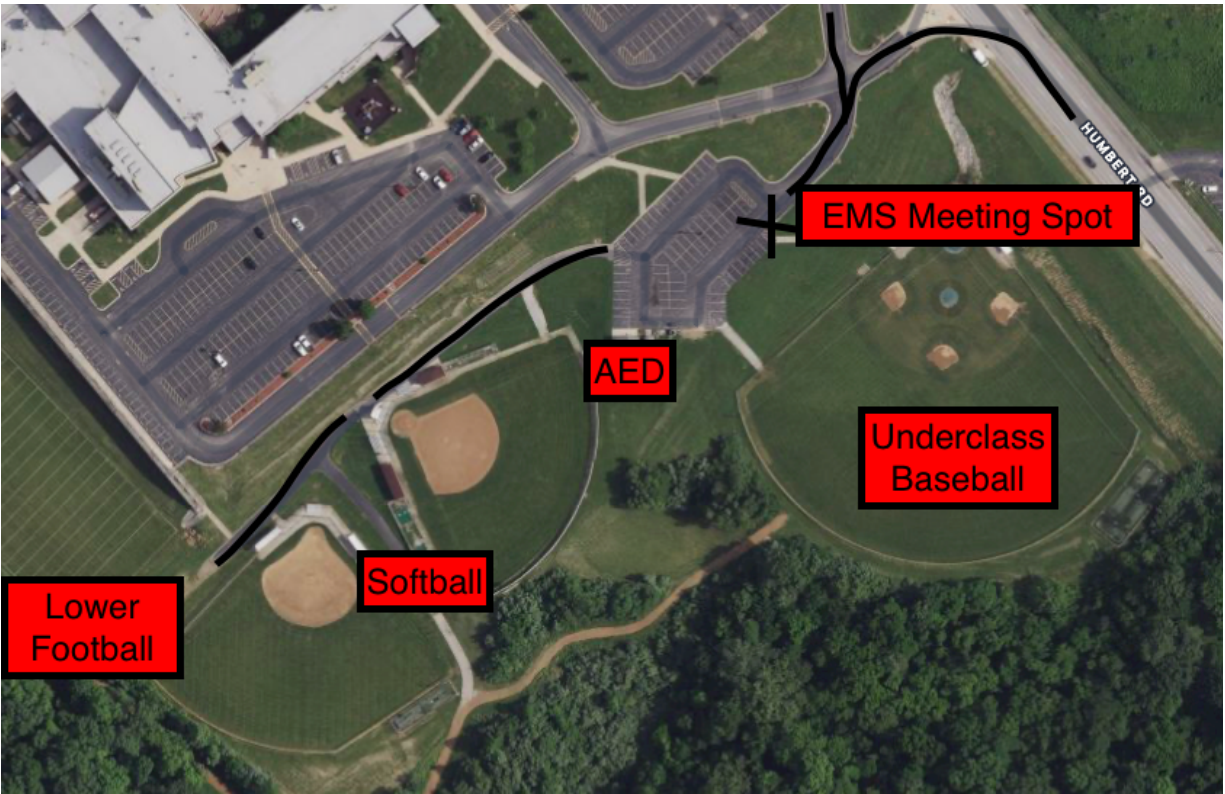
1. Additional staff should secure the scene and if it is tennis make sure the gates to the courts are open for easy access.



AHS Softball Fields/Lower Football Practice Field

AED Location: Concession Stand

1. EMS personnel should be directed to the service road in the lower parking lot at the South end of AHS. AHS staff should meet them at the entrance to the lower parking lot and direct them where to go.
2. Additional staff should ensure gates are open to the field and the road remains clear in addition to securing the scene



AHS Upper Athletic Facility/Track/Baseball

AED Location: Concession Stand

1. EMS personnel should be directed to the service road entrance off the north parking lot down from the red barn. AHS staff needs to ensure the gate to the road is unlocked. EMS should be met there by AHS staff and directed up to the upper fields as well as informed about any details including the location of the injury.
2. Additional staff should ensure a clear path from the drop-off area at concession stands and open any gates to allow access to the field. They should also work to maintain a secure scene.



Venues off AHS campus

West Elementary School:
1513 State St.
Alton, IL 62002

Cold Water immersion station set up at the bandshell. Ice must be transported from another location to be prepared to cool athletes with exertional heat stroke.

Public School Stadium/Jim Wigger Track

AED Locations: coach carried (placed in band shell seasonally on the light switch)

Field Level

1. EMS personnel should be instructed to enter the playing area via the lower level gate behind West Elementary. AHS staff should meet them, direct them where to go and give them any information on the situation.
2. AHS staff will need to work proactively to keep parking organized around that gate to keep it clear for EMS personnel to enter.
3. Additional AHS staff should keep the scene secure and the track clear so EMS personnel can drive to the scene.

Stadium Concourse/Locker Room Level

1. EMS personnel should be instructed that the injury is on the stadium's upper level. When fire trucks are arriving, with ALS personnel, they should be met on State Street in the pickup area in front of West. Ambulance personnel should be directed to the rear of West elementary and use the service road up to the locker room/concessions area. AHS staff should meet EMS, give them directions and any information about the situation.
2. Additional AHS staff will need to ensure all gates/doors are open for them and to secure both the scene and areas that they will need to drive in.

West Gymnasium

AED Location: Gym Lobby

1. EMS personnel should be directed to the rear of the school instructed to enter the gym through doors at top of stairs directly into the gymnasium. The area must be cleared to allow access.
2. Additional staff will work to keep a clean path and the scene safe.



Bowl Haven:

3003 Washington Ave.

Alton, IL 62002

AED Location: Coach carried, placed behind counter seasonally

1. EMS personnel should be informed of which entrance to enter the building depending on the location of the incident. They should be met at the entrance
2. AHS staff should work to maintain a clear path and keep the scene safe.

Rolling Hills Golf Course

5801 Pierce Ln

Godfrey, IL 62035

AED Location: Clubhouse

1. EMS personnel should be met at the clubhouse and escorted/directed to the incident scene.

Simpson Tennis Center at Lewis and Clark
5800 Godfrey Rd.
Godfrey, IL 62035

AED Location: Coach carried in Riverbend arena if open

1. EMS can be activated by calling campus security (**618-466-2599**) or by 911. If in doubt, use both methods.
2. EMS personnel should be met at the gates to the facility on the North or South end of the courts depending where the incident has occurred.
3. AHS staff should work to maintain a clear path and secure scene.

Gordon Moore Park:
4550 College Ave.
Alton, IL 62002

AHS staff will need to secure cooling methods for exertional heat stroke at these locations.

Lloyd Hopkins Field

AED Location: Coach Carried

1. EMS personnel should be instructed to the service entrance to Lloyd Hopkins Field which is located in the parking lot down the right field side. AHS staff should ensure that the gate is open and meet them at the entrance of the parking lot. They should also direct them where to go and give them any information on the situation.
2. Additional AHS staff will need to ensure that the necessary gates are open and to secure the scene and any areas where ambulances will need to drive.

Soccer at GMP

AED Location: Coach Carried

1. EMS personnel should be instructed upon field location and number within the park. AHS personnel should meet them at the entrance to the park and direct them where to go as well as give them information on the situation.
2. Additional staff should make sure that the scene is secure and any path that the EMS personnel need is clear.

Cross Country at GMP

AED Location: Coach Carried

1. EMS Personnel should be instructed where to proceed within the park depending on where the incident has occurred.
2. Additional staff should make sure access to the scene is clear and the scene is safe.

East Elementary School:
1035 Washington Ave.
Alton, IL 62002

East Gymnasium & Practice Fields:

AED Location: Main lobby of gym, in the gym and nurses office

1. EMS personnel should be directed to the rear of the building and met at the rear entrance to the gym. If the athlete needing help is on the practice field direct EMS to the rear of the building and meet them where needed to access the practice field area.
2. Additional AHS staff should work to maintain a clear path into the gym and ensure access to the parking area behind East Elementary School.

AHS emergency Action Plan Additional Items

Debriefing & Follow ups

Incident to critical stress management.

In the event the emergency action plan is activated, involved parties should be able to access counseling services as needed. Those services should be provided by Alton High School and other external services.

1. AHS Counseling & Social workers
2. Illinois Athletic Trainers Association ATs Care Team

Review of the incident

1. School personnel should notify their direct supervisor when EAP has been activated
2. AHS administration should notify board office administration
3. EAP coordinator should review details of activation and contact the interdisciplinary team with any issues or improvements.
4. Post Incident report should be filed
 - a. include time of incident, time of EMS activation & by who, time of AED arrival and shock if applicable, time of EMS arrival, time of EMS departure, initiation of cooling methods etc.