

EMERGENCY ACTION PLAN



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Emergency Contact Information

Oxford Area High School

**705 Waterway Rd
Oxford, PA 19363
(610) 932-6640**

Penn's Grove Middle School

**301 South 5th Street
Oxford, PA 19363
(610) 932-6615**

Athletic Trainer:

Chris Turpen, ATC/LAT

Oxford Area High School/Penn's Grove MS
Room #151 (Oxford Area High School)
O: (610) 932-6640 ext. 1094
C: (717) 210-5580

Athletic Director:

Michael Price

Oxford Area High School and Penn's Grove Middle School
O: (610) 932-6653
C: (484) 667-9636

Local Hospitals:

Jennersville Regional Hospital
1015 W. Baltimore Pike
West Grove, PA 19390
Main # - 610.869.1000

Christiana Hospital
4755 Ogletown Stanton Rd
Newark, DE 19718
Main # - 302.733.1000

Local Orthopedic Doctors:

Dr. Brian DeMuth

900 W. Baltimore Pike
West Grove, PA 19341
610.869.0234

Penn Orthopedics

105 Vinyard Way, Suite 101
West Grove, PA 19390
800.789.7366

POLICE

Oxford Police: 610.998.0032
Avondale State Police 610.268.2022

Emergency

DIAL 911

Local Ambulance

Union Fire Co/EMS: 610.932.8277

Emergency Procedures

***These emergency procedures are applicable at the following locations at Oxford Area School District: Penn's Grove Middle School outdoor fields and Gymnasium, Oxford High School front and rear fields, football practice field and stadium, Tennis Courts, Gymnasiums, and Weight Room.

Emergency Situations:

1. During any and all injuries- KEEP CALM, DO NOT MOVE the injured person, send someone to contact/call our Certified Athletic Trainer immediately.

2. Certified Athletic Trainers will administer all immediate first aid and care until local ambulance crew or other essential medical help arrives, if deemed necessary.

3. In the case of a medical emergency and EMS must be activated, the following procedures should be followed:

4. ASSIGNMENTS:

- i.** First Athletic Trainer stays with injured athlete
- ii.** If available second Athletic Trainer, if unavailable then assistant coach- CALL 911, wait for ambulance and directs EMS to injured athlete upon arrival.

iii. INFO FOR CALLING 911

- a.** Tell operator your name
- b.** Tell operator the location on campus where the injured athlete is located.
- c.** Tell the operator the situation:
 - i.** Who is injured
 - ii.** How many are injured
 - iii.** Age/sex of athlete
 - iv.** What the body part is
 - v.** What is currently being done for the athlete
 - vi.** Any other info the operator asks for
 - vii.** Give the operator the # you are calling from
 - viii.** LET THE OPERATOR HANG UP FIRST

iv. Head Coach- crowd control

- v.** Other coaches- stand by for any additional instructions or help that may be needed.

5. In the case of a sport involving a helmet or other equipment- DO NOT REMOVE HELMET- until proper personnel arrive (i.e- Certified Athletic Trainer or EMS).

6. In case of an away contest or if medical personnel is not immediately available-only administer care you have been properly trained to do.

7. Athletes can be taken to hospital by ambulance for emergency and catastrophic injuries or illnesses. If the athlete is a minor and the parents are not present, the parents are to be notified of the situation and what hospital the athlete was sent to. A coach will go to the hospital with the athlete if more than one coach of the team is present. If the athlete's parents are present, they can accompany the athlete.

8. Report all injuries and illnesses to the Certified Athletic Trainers.

After hours:

In the event of an injury after office hours or if ATC is not present and it is not life threatening, the following plan should be initiated:

Call Chris Turpen's cell phone (717-201-5580) and we can set up a meeting time or get in touch with someone who is possibly in the area.

If a life-threatening injury occurs (head injury, loss of conscious, abnormal vitals), call 911 and transport via ambulance to the nearest hospital or trauma center.

You must notify the athletic trainer and AD of an emergency ASAP. Also, contact the athlete's head coach/staff and a family member.

Crisis Management Plan: (Non-athletic emergency)

- Contact Athletic Training and Sports Medicine Personnel
- Contact A.D.
- Designate athletic administrator point person- "game manager"
- Contact/update school staff if not yet familiar with situation
- Contact family by appropriate individual (use assistance as needed):
- Coordinated media plan
 - NO CONTACT WITH MEDIA
- Meeting with athletes to discuss situation
 - NO OUTSIDE DISCUSSION OF MEETING WITH MEDIA
- Complete documentation of events including everyone involved with signatures
- Collect and secure all equipment and materials involved
- Construct a detailed time line of events related to the incident
- Admin to involve appropriate counseling and ministerial personnel
- Assign athletic staff member to be with family at all times upon arrival; assist family as needed; protect from outside persons (coach)
- Critical incident stress debriefing/ counseling as necessary for individuals involved in incident

Emergency Equipment

AED

Locations: with athletic trainer, in athletic training room office Oxford Area High School. AED's are also located within the individual buildings in cabinets. These AED's are marked with signs visible in the hallway.

Ice/water

Each team will have access to an ice and a water cooler. Additional ice/water will be available via the athletic training room. Contact the athletic trainer for any concerns with ice or water.

Crutches, Slings, Immobilizers and Splints

Located in athletic training room, or with athletic trainers during outdoor events.

Tape and first aid materials

Each team will be assigned a first aid kit to bring to all practices and games (home and away). It is the team's responsibility to return the kit to the athletic training room to be restocked if needed. These kits are to be turned in to the athletic trainer following the conclusion of each sports season.

WEATHER RELATED RESTRICTIONS

Heat Index/High Humidity

During summer and early fall and late spring, high temperatures and high humidity are present. It is important that we make ourselves aware of the dangers of this situation to prevent heat exhaustion and/illness. Daily measurements via thermometer are taken before each practice during periods of extreme heat and humidity.

Add the numbers of temperature and relative humidity

1. If the sum of the 2 numbers is less than 150
 - a. Full pads
 - b. Full practice
 3. Water breaks every 20-30 minutes
2. If the sum of the 2 numbers is greater or equal to 150, practice should be restricted
 - a. Practice limited to 2 hours
 - b. Water breaks with helmets off every 15 minutes
 - c. **Helmets and shoulder pads only**
3. If the sum of the 2 number is greater or equal to 160, practice should be restricted
 - a. Practice limited to 90 minutes.
 - b. Water breaks with helmets off every 15 minutes
 - c. **Helmets only**
4. If the sum of the 2 numbers is greater than or equal to 170°, all practice should be **stopped**.

		Relative Humidity (%)																		
		40	45	50	55	60	65	70	75	80	85	90	95	100						
Air Temperature °F	110	138																		
	108	130	137																	
	106	124	130	137																
	104	119	124	131	137															
	102	114	119	124	130	137														
	100	109	114	118	124	129	136													
	98	105	109	113	117	123	128	134												
	96	101	104	108	112	116	121	126	132											
	94	97	100	103	106	110	114	119	124	129	135									
	92	94	96	99	101	105	108	112	116	121	126	131								
	90	91	93	95	97	100	103	106	109	113	117	122	127	132						
	88	88	89	91	93	95	98	100	103	106	110	113	117	121						
	86	85	87	88	89	91	93	95	97	100	102	105	108	112						
	84	83	84	85	86	88	89	90	92	94	96	98	100	103						
	82	81	82	83	84	84	85	86	88	89	90	91	93	95						
	80	80	80	81	81	82	82	83	84	84	85	86	86	87						

Heat Index
(Apparent
Temperature)

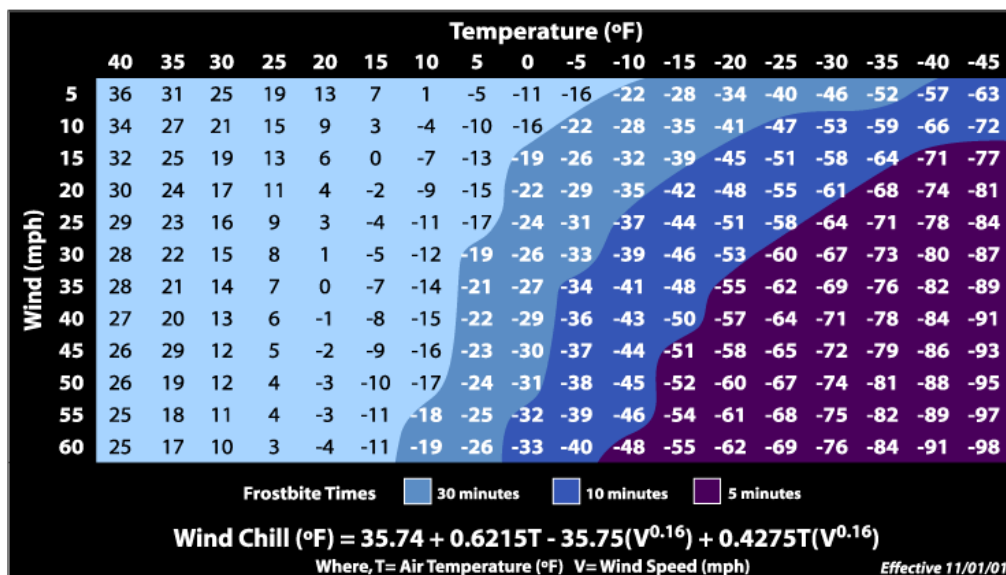
With Prolonged Exposure and/or Physical Activity	
Extreme Danger	Heat stroke or sunstroke highly likely
Danger	Sunstroke, muscle cramps, and/or heat exhaustion likely
Extreme Caution	Sunstroke, muscle cramps, and/or heat exhaustion possible
Caution	Fatigue possible

Cold Weather Policy (temp measured with wind chill)

1. 30°F and below: Be aware of the potential for cold injury.
2. 25°F and below: Provide additional protective clothing, cover as much exposed skin as practical, and provide opportunities and facilities for rewarming.
3. 15°F and below: Modify activity to limit exposure and to allow more frequent chances to rewarm.
4. 0°F and below: All outdoor activities **cancelled**.



Wind Chill Chart



Lightning Safety Policy

Purpose:

To ensure the health, well being and safety of all students, staff and spectators at Oxford Area School District in the event of presence of thunder and/or lightning.

Chain of Command:

During practices the Athletic Training staff will be responsible for notification and removal of personnel from athletic fields in the event of thunder/lightning. Notification will take place via phone calls to coaches and/or in person contact with coaches.

During contests any concerns or detection of lightning/thunder should be reported to the officials of said contest for proper protocol.

Procedures:

- If lightning or thunder is seen/heard play must be suspended for a minimum of 30 minutes, starting from the last seen lightning strike or clap of thunder.
- Prior to the contest coaches will be instructed about where their team's shelter will be located in case of suspended play due to lightning/thunder.
- If on campus at **Oxford Area High School**, you will seek shelter in the cafeteria or designated team room.
- If on Campus at **Stadium**, Oxford program's will seek shelter in the locker room/PIT , visiting teams will shelter in Nottingham elementary gym.
- If on campus at **Penn's Grove School**, you will seek shelter in the gymnasium.

***Note- spectators are expected to seek shelter in their vehicles

Fire Safety

In the event of a fire, athletes, staff, and spectators will evacuate the building to the front field hockey field, or to the back soccer fields, whichever is closer. DO NOT linger around in the parking lots or on paved areas to allow for the safe and unimpeded movement of emergency vehicles and personnel. **COACHES-** you shall conduct a roll call and account for all of your athletes. Immediately report anyone missing to the athletic trainer or athletic director.

Venue Directions/EMS Access to Venues

1. Oxford Area High School-

705 Waterway Rd, Oxford, PA 19363
(610) 932-6640 main office

- Gymnasium- Ambulance to front doors of gym.
- Field Hockey (front of school)- Ambulance onto field via gated driveway (east entrance) or in student parking lot.
- Soccer/Baseball/Cross-Country- Ambulance onto fields via gated driveway (east entrance) and access road in back of high school building.
- Tennis- Ambulance access enter main entrance, turn left in front of rotunda and use access road around back to tennis courts.

2. Penn's Grove Middle School-

301 South 5th Street, Oxford, PA 19363
(610) 932-6615 main office

- Gymnasium/Field Hockey/Baseball/Soccer- Ambulance access via rear parking lot located off of Hodgson Street.

3. Football Stadium-

Located behind Hopewell Elementary School
736 Garfield Street, Oxford, PA 19363

- Football/Track and Field- Ambulance onto field through side access gate next to the fieldhouse at the stadium.

4. Nottingham Elementary School-

Located adjacent to the football stadium.
736 Garfield St, Oxford, PA 19363

- Softball- Fields are located behind the school. Ambulance access to fields from the parking lots at either end of the school building.