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ATHLETICS & FINE ARTS

LARGE EVENTS EMERGENCY OPERATIONS PLAN

INTRODUCTION

The purpose of this plan is to create a comprehensive District-Wide Emergency Operations Plan for PFISD Athletic, Fine Arts, and extracurricular events. A “large event” is considered to be an event that will have 500 or more spectators and or participants. The actions taken by staff, participants, and visitors during hazardous or critical incident situations should follow PfISD, UIL, TMEA, and TEA policies.

When in doubt, CALL 9-1-1!

OBJECTIVES

PFISD’s objectives during critical incidents related to PFISD events are to:

- **Protect and save lives**
- **Protect property**
- **Quickly resume normal operations**

GENERAL SAFETY POLICIES AND PROCEDURES

PLAN MAINTENANCE

This attachment should be reviewed and revised annually, alongside the District-Wide Emergency Operations Plan. Plan maintenance will be coordinated by the— Department of Safety and Emergency Management in concert with Athletics, Fine Arts, PFISD Police Department, Transportation, Maintenance and Facility Use Office. This plan is intended to be flexible as all critical incidents are unique events and may require adjustments to the plan. This plan should be considered a living document; it requires maintenance and updating as needed.

ROLES AND RESPONSIBILITIES FOR EVENTS

EVENT SUPERVISOR

All large athletic or fine arts events will have a designated event supervisor, identified prior to the event. The event supervisor will be either the designated school administrator, the Director of Athletics or Coordinator of Fine Arts or their designated representative. During an emergency event, it is critical that the school administrator, the athletic director or another UIL Official communicate and collaborate in making emergency response decisions. It is the event supervisor that is ultimately responsible for command and control during critical events.

ATHLETICS

- Ensure that all medical standards, documents, and training mandated by the UIL are met, recorded, and updated as needed.
- This includes but is not limited to:
 - Automated External Defibrillators (AED) Action Plan for Schools
 - AED Use Policy
 - Emergency Medical Action Plan (EMAP)
 - UIL Lightning Safety Policy
 - UIL safety training for staff (Athletic coaches/sponsors, trainers, etc.)
 - Request PFISD Police presence at large events.
 - Train event staff in their critical incident response role to ensure timely and safe response to critical incident situations.
 - When traveling to non-PFISD facilities, contact facility director or school sponsor before travel to be advised on critical incident procedures and local hazards.
 - Retain and update parent/guardian contact for all athletes in the event of medical emergency or relocation/reunification needs.

FINE ARTS

- *Ensure that all medical standards, documents, and training mandated by the UIL are met, recorded, and updated as needed by the first day of August.*
- *Request PFISD Police presence at large events.*
- *Provide a designated person to operate the P.A. System or bullhorn at large events for emergency announcements (see Communications section of this plan).*
- *When traveling to non-PFISD facilities, contact facility director or school sponsor before travel to be advised on critical incident procedures and local hazards.*

EVENT STAFF

- Be familiar with duty location (e.g. nearest exits, stadium gate numbers, etc.)
- Be familiar with critical incident response duties and assignments
- Be in possession of a hand held radio that communicates with the Stadium Supervisor.
- Wear designated attire (uniform, emergency vest, etc.) to be easily recognized by visitors
- Report any suspicious or criminal activity to event supervisors and/or police, as necessary

POLICE

- Provide officers at Athletics or Fine Arts events as assigned.
- Use Incident Command System to respond to critical incidents.
- Assist in all response actions including but not limited to:
 - Maintain communication with Administrator on duty
 - Opening or locking gates/doors as needed
 - Communicate situational awareness with PD dispatch
 - Ask for additional police or other assistance as needed
 - Call for Emergency Medical Services (911) for all medical emergencies
 - Assist with traffic control
 - Ensure emergency lanes and egress routes are designated, marked, and maintained
 - Make recommendations on vehicle evacuation routes and advise staff on roadway/route changes

SCHOOLS

School coaches/sponsors will retain and update parent/guardian contact for all participants in the event of medical emergency or relocation/reunification needs.

Provide at least one administrator or designee to every “home” event. The administrator or his/her designee will be responsible for communicating with the Athletic Director and event officials in case of event delay or cancelation. This administrator or his/her designee will be responsible for manning and using the PA system or bullhorn (for emergency announcements only) when the PA system or bullhorn is not being manned by Athletics Department staff.

The school representative administrator or designee at events will also be responsible for monitoring student spectators. This person will address minor disciplinary issues and report any dangerous, criminal, or suspicious activity to PFISD Police.

TRANSPORTATION

When buses are provided they will stay on the premises with a driver during all Athletics and Fine Arts events/competitions, if no other bus routes are assigned to that bus during the time of the event. If the school bus/buses leave the event due to other routes, drivers should provide contact information to coaches/sponsors for Transportation Dispatch in case of emergency. School bus drivers will be expected to monitor their bus radio for Transportation Dispatch during business hours.

If charter buses or other transportation is being utilized the sponsor/director will ensure that the vehicle and driver are expected to remain on the premises. If the vehicle and/or driver leave the area the driver should provide contact information to the sponsor/director in the event that emergency relocation is needed.

Bus evacuation routes can be located for CHS, HHS and PHS stadiums on pages 44, 45 and 46.

COMMUNICATIONS

The Director of Athletics, UIL Officials, PFISD administrators and Event Staff will maintain direct communication capability by way of hand held radios. The Event Staff will keep event officials and spectators up to date on changing weather conditions. The Director of Athletics, UIL Officials and PFISD administrators will jointly decide to delay or cancel an event if conditions warrant. If an event is canceled due to weather, a public address message will be made asking everyone to follow critical incident response instructions.

PRE-EVENT ASSIGNMENTS

A briefing will be held prior to all large PFISD Athletic, Fine Arts, and extracurricular events. The time and place of this briefing will be identified by the school administrator, fine arts coordinator, or athletics director. The school administrator, Police, Stadium Manager, Maintenance Department and Athletic Director will participate in the briefing, prior to athletic events. Police, security personnel, event staff and maintenance staff will be given assigned station areas and responsibilities before the event. In case of a critical incident, event staff will follow instructions from designated school administrators and assist in response actions.

PRE-EVENT ANNOUNCEMENTS

Press box personnel must make the following announcements prior to start of any event:

- “For your safety please listen to the following announcement. Take a moment before the (game/event) begins and note your nearest emergency exit. If an emergency situation arises please listen to announcements and follow the directions of event staff who are wearing (enter identifying clothing here). If you need special assistance with emergency procedures, please notify event staff or public safety officials prior to the start of the (game/event)”
- Varsity football only
 - “For your safety please listen to the following announcement. If at any point during today’s game you or someone around you is in need of medical assistance there is a medical crew stationed at (insert location) to help you.”

INCLEMENT WEATHER MONITORING

Weather will be monitored in a variety of ways. Facilities may use onsite weather detection systems, police dispatch, computer webcast, and/or weather radio. Local National Weather Service Office in New Braunfels should also be contacted if any weather concerns or questions arise.

COMMUNICATION TOOLS

Portable, hand-held radios:

1. Verify critical incident conditions exist
2. Inform event staff that a critical incident has or is imminent to occur
3. Communicate with event staff to prepare for critical incident response actions (i.e. opening gates, moving to designated areas to assist visitors)
4. Police Department Incident Commander should report intent to respond with Police Dispatch and call for assistance as needed.

Public Address (PA) System:

1. Inform spectators and building occupants that a critical incident occurred or is imminent.
2. Inform spectators and building occupants of intended critical incident response actions and where to find facility staff if assistance is required.

For all varsity level events where a PA system is available the PA system must be used to communicate emergency information.

Bullhorns:

1. Inform spectators and building occupants that a critical incident occurred or is imminent.
2. Inform spectators and building occupants of intended critical incident response actions and where to find facility staff if assistance is required.

For all Athletics and Fine Arts events where multiple fields/areas are in use at the same time and no PA system is available, a bullhorn must be used to communicate emergency information. A bullhorn can be provided by the coach, sponsor, school or one may be checked out by the event's supervisor from the Department of Safety and Emergency Management. Whoever is responsible for communicating information via bullhorn should provide a cell phone number to the Event Supervisor prior to the start of the event, to provide timely emergency communication.

Cell Phones:

1. Facility Supervisor to inform coaches and sponsors on developing critical situations.
2. Coaches or sponsors to report suspicious or emergency information to Police or Facility Supervisor.
3. Receive emergency text messages (School Messenger) from PFISD PD Dispatch, when applicable.

POWER OUTAGES DURING EVENTS

Facilities without backup power will train staff to assist participants and visitors out and away from these facilities until power is restored and activities resume.

RESPONSE ACTIONS

If a critical incident occurs the administrator on duty in collaboration with Athletic or UIL officials will determine what response actions are necessary. Response actions related to Athletic and Fine Arts events can include Evacuation, Lockout, and Shelter in place.

Evacuation-All Facilities

Event staff will assist all participants and spectators out of nearest safe exit route. School buses for all participants should be staged, staffed, and remain at all facilities during events in event of evacuation with relocation is required.

When severe weather conditions arise, all gates that are deemed safe to exit will be opened to allow evacuation to designated areas. Reasons for facility evacuation can include but are not limited to:

- Fire
- Inclement weather (lightning, hail, tornado [outdoor facilities])
- Power outage
- Bomb threat
- Gas leak

Evacuation–Indoor Facilities

In the event of an evacuation from a facility, staff will assist participants and visitors from the building via the nearest safe emergency exit to designated areas away from the building.

Evacuation - Outdoor Facilities

In the event of an evacuation from an outdoor facility staff will assist participants and visitors from the facility via the nearest safe emergency exit to designated locations.

Lockout

In all facilities the facility staff will assist all participants, spectators, and other close persons from outside the facility to inside the facility via nearest safe route. During a Lockout normal activity may continue inside the facility unless deemed unsafe. Reasons for facility Lockout can include but are not limited to:

- Police action in the vicinity

Shelter-Severe Weather - Indoor Facilities

All doors should be closed and secured by PFISD staff. PFISD staff should assist participants and spectators off field/courts and into safer sheltering areas such as bathrooms, locker rooms, interior hallways away from windows, etc. When possible, people should be in a crouching position, face down, with hands/arms covering head and neck area.

Shelter-Severe Weather - Outdoor Facilities

PFISD staff should assist participants and visitors into/under solid concrete structures, bathrooms, locker rooms, or any other solid and permanent structure available (not dugouts). When possible, people should be in a crouching position, face down, with hands/arms covering head and neck area.

For minor weather events such as lighting, rain, or hail participants and spectators can be moved into buses or other vehicles if no permanent structure is available.

Page 9 has a list of suggested permanent structures/locations to which participants and spectators can be moved in the event of severe a tornado.

RESPONSE ANNOUNCEMENTS, AS NECESSEARY

Evacuation

“Attention. Conditions exist that require immediate evacuation from the stadium. For your safety, please follow instructions of our event staff and public safety officials and exit the stadium in a calm and orderly fashion. Staff will direct you to the closest safe exit.”

Shelter In Place

“Attention. The National Weather Service has issued a severe weather warning for the area. For your safety, please follow the instructions of event staff and public safety officials and proceed to (enter identified shelter in place location here).

SPECIAL CONSIDERATIONS

Inclement Weather (Tornado, etc.)

Facilities that have limited or no permanent structure(s) on site should first evacuate the facility and relocate via bus or other transportation to a permanent structure for sheltering in place. Reasons for a facility to shelter in place can include but are not limited to:

- Inclement weather (tornado, etc.)

Emergency Sheltering

If, for any reason, staff and athletes need to seek emergency shelter in hardened structure and no safe shelter is available at the current location students should be relocated to the nearest available safe and hardened location.



Relocation

Relocation can be done as a safe haven from inclement weather, threat of violence, or other critical incident events. Relocation points may also be used to quickly facilitate reunification after an evacuation event or if roadways are unsafe to travel back to “home” school.

Reunification

Athletics and Fine Arts Departments and team coaches/sponsors should retain contact information for parents/guardians of athletes. Team coaches and/or school administrator will remain with students until they are reunified with family.

Shelter Areas for Tornado's or Shelter in Place event

Campus	Tornado Shelter	Shelter in Place (Non Tornadoic Event)
Connally HS	All personnel - Main building, Ground Level, Interior Hallways and Classrooms	Athletes / Field house - All others gym, fine arts or cafeteria
Hendrickson HS	All personnel - Main building, Ground Level, Interior Hallways and Classrooms	Athletes / Field house - All others gym, fine arts or cafeteria
Pflugerville HS	All personnel - Main building, Ground Level, Interior Hallways and Classrooms	Athletes / Field house - All others gym, fine arts or cafeteria
Cele MS	All personnel - Main building, Ground Level, Interior Hallways and Classrooms	Gymnasium, fine art or cafeteria
Dessau MS	All personnel - Main building, Ground Level, Interior Hallways and Classrooms	Gymnasium, fine art or cafeteria
Kelly Lane MS	All personnel - Main building, Ground Level, Interior Hallways and Classrooms	Gymnasium, fine art or cafeteria
Park Crset MS	All personnel - Main building, Ground Level, Interior Hallways and Classrooms	Gymnasium, fine art or cafeteria
Plugerville MS	All personnel - Main building, Ground Level, Interior Hallways and Classrooms	Gymnasium, fine art or cafeteria
West View MS	All personnel - Main building, Ground Level, Interior Hallways and Classrooms	Gymnasium, fine art or cafeteria

TRAVEL ASSOCIATED WITH UIL

Athletics and Fine Arts Directors will receive a travel itinerary prior to departure, when:

- Traveling outside of the district
- Traveling to non-PFISD facilities
- Traveling in transportation other than PFISD buses

Transportation (vehicles) used to transport participants to any facility should remain onsite and staffed, whenever possible, in case of facility evacuation and/or relocation is required (also see above Transportation section(s)).

When traveling to non-PFISD facilities, always contact the facility director/supervisor to be briefed on local safety policies.

When traveling, all PFISD, TEA, UIL, TMEA policies shall remain in effect and should be followed.

LEAGUE SPORTS, EXTRACURRICULAR ACTIVITIES, AND OTHER EVENTS

The following are recommendations for League Sports, extracurricular activities, and other applicable activities. Sponsors should:

- Be certified in CPR, AED, and First Aid
- Adhere to TEA Ethics, and UIL / PFISD Athletics safety precautions for lighting, heat, cold, concussions, and injuries
- Be aware of closest available AED and always have a First Aid Kit
- When traveling to non-PFISD facilities, always contact the facility director/supervisor to be briefed on local safety policies
- **When in doubt call 9-1-1**

FACILITY USE

Frequently, other departments, school districts, or external organizations outside of Athletics and Fine Arts will request the use of Athletic or Fine Arts facilities. The use of these facilities by external organizations can be permitted only after the Facilities Rental Agreement has been submitted, reviewed, and approved. Other school districts requesting usage for UIL events are excluded from completing the agreement. If there are any questions or concerns about the use of a facility please contact the Facility Rental Office.

REPORTING SAFETY ISSUES

If a safety concern is noted at a facility please follow the steps listed below:

For emergency issues (e.g. down power lines, suspicious activity, etc.):

- Contact District Police either onsite, call PFISD Police, or call 9-1-1
- Proceed with emergency response actions, as needed

For facility Issues (broken lights, damaged sidewalks, etc.):

- Business hours: Support Services at (512) 594-0200
- After hours: Contact on call maintenance at (512) 748-6847

PFLUGERVILLE ISD AUTOMATED EXTERNAL DEFIBRILLATOR (AED) ACTION PLAN FOR SCHOOLS

Purpose

To establish an action plan, training requirements, and maintenance for the use of an Automated External Defibrillator (AED) and its incorporation into the Campus Emergency Operations Plan.

Training Requirements

- Any campus that has an AED must receive training/orientation on the unit prior to the AED being placed on campus. Under SB 7, two designated employees per campus are required to be certified (one of those must be the PE teacher) through the American Heart Association CPR/First Aid/AED course. A CPR/First Aid/AED certified instructor must provide the CPR/First Aid/AED certification course for the designated employees. All other faculty members and staff will be trained in the use of the AED during an orientation session that will not include

certification.

To organize a training and orientation, please contact the Health Services Office at (512) 594-0113.

Designated Emergency Medical Responders

- The following are positions that require CPR/First-aid/AED certification: Athletic Department employees, District Police Officers, Physical Education teachers, RN's/School Health Assistant's (SHA's), campus administrators, UIL sponsors, security monitors and other employees at the principal's discretion to maintain two certified employees per campus.

AED Plan Activation

Campus Event: an AED will be brought to the site of any event when ANY of the following occur:

- Victim is unresponsive.
- Victim is having significant chest pain and/or shortness of breath.
- There is a high concern for a cardiac event in the opinion of caregiver.
- See "Post Incident Procedure" for the next steps after deployment of an AED.

Athletic Stadiums

- The Athletic Trainer on site will respond to any medical emergency on the field and will render the appropriate care. The Athletic Trainer will coordinate the notification of 911 with the help of the Stadium Supervisor and team coaches. In the absence of the Athletic Trainer, the Stadium Supervisor and team coaches will render appropriate care.
- If needed, PFISD Campus Police or other law enforcement will respond to any medical emergency in the spectator seating areas. Event staff members will render appropriate care and notify 911.

Post-Incident Procedure

The Campus Nurse will be contacted immediately and will complete the following as soon after the incident as possible:

- Replace pads
- Replace pocket mask and other supplies used
- Check expiration date on new pads

- Check battery fuel gauge to assure sufficient battery life
- Close lid of unit and view the status indicator for green indicator light
- Retrieve rescue data and forward to Health Services Coordinator
- Assist rescuer and other staff in the completion of the AED Use Reporting Form. (Located on Health Services webpage at <http://www.pfisd.net/Page/3050>)

Health Services Department

The Health Services Coordinator will oversee the following:

- Development and review of policies and procedures defining the standards of patient care and utilization of the Phillips HeartStart AED.
- Review of response documentation and rescue data for all uses of the Phillips HeartStart AED.
- Oversee the initial and continuing Phillips HeartStart AED training program annually.
- Provide advice regarding the medical care of those in need of such care.
- AED Use Reporting Form
- The rescuer will complete the AED Use Reporting Form after each use of the AED with the help of the Principal, Principal's designee, or Administrator on duty within one hour of completion of cardiac event. When completed, the form will be faxed to Health Services at (512) 594-0161. The location is at the Administrative Building, 1401 W. Pecan St. Pflugerville, TX, 78660.

Basic Maintenance/Management

The Campus Nurse will be responsible for monitoring the unit for replacement parts or service. If parts or service are needed, contact Health Services at (512) 594-0113 for assistance.

Pflugerville ISD Athletics Automated External Defibrillator Use Policy

Introduction

Pflugerville ISD Athletic Department recognizes the importance of an appropriate medical response in the event that a student athlete suffers a cardiac arrest episode while participating in interscholastic athletics. In order to provide the best medical care for our athletes, the athletic department has purchased Automated External Defibrillators (AEDs) to assist our personnel in responding appropriately to a cardiac arrest episode on the field of play. This policy applies to all on the field injuries of student athletes. It is the responsibility of the security providers to respond to any

emergency that occurs in the spectator seating areas of any PFISD Athletic Event. This document outlines the locations of AEDs and the procedures that govern their use.

Locations

Athletic Venues – Each PFISD athletic venue is equipped with an on-site AED. The AEDs are displayed in a permanent location, a wall mounted case in an accessible location at each facility. During athletic events at Connally, Hendrickson or Pflugerville High School, the AED is moved from the permanent wall-mounted case to a temporary case on the field of play. It is the responsibility of the stadium supervisor to move the AED to and from the field of play. The Athletic Trainer should verify that the AED is in the correct location upon arrival to the event site. Occasionally athletics will host an athletic event at a non- PFISD facility. In that case, one of the floater AEDs will be transported to and from that location by the game supervisor.

High Schools

Each PFISD high school has been provided with an athletic AED to be wall-mounted in the training room. The AED should be relocated to the sideline by the athletic trainer for any home athletic event. The athletic trainer may travel with the AED to away athletic contests when there are no athletic events on the home campus. The AED will be used and maintained according to PFISD AED Policy under the direction of the campus principal.

Middle Schools

Each middle school has been provided with two AEDs to be wall-mounted in central locations where all staff have access to them. These AEDs will stay permanently mounted in this location and will not be removed. The AEDs will be used and maintained according to PFISD AED policy under the direction of the campus principal.

Emergency Responders

All PFISD athletic trainers are CPR, First Aid and AED certified through the American Heart Association. The athletic trainers also serve as certified instructors. All PFISD athletic coaches are CPR, First Aid and AED certified. In the event of an emergency, the site specific Emergency Medical Action Plan (EMAP) should be activated. In the absence of an athletic trainer, the supervising coach is responsible for providing emergency care and implementing the EMAP.

AED Use Protocol

PFISD Athletics adheres to the AED Phillips HeartStart AED Protocol as directed by the Pflugerville ISD AED Policy.

Post Incident Procedure

The Health Services Coordinator will be contacted immediately and will complete the following as soon after the incident as possible:

- Replace Phillips HeartStart AED electrodes
- Replace pocket mask and other supplies used
- Check expiration date on new electrodes
- Check battery fuel gauge to assure sufficient battery life
- Close lid of unit and view the status indicator for green indicator light
- Contact Health Services Coordinator to retrieve rescue data.

Basic Maintenance

The Athletic Department site personnel will be responsible for monitoring the unit for replacement parts or service of each AED unit at their facility. If parts or service are needed, contact the Health Services Department for assistance at (512) 594-0161.

Pflugerville ISD Athletics Emergency Medical Action Plan (EMAP)

The purpose of this document is to provide instructions to members of the Pflugerville Independent School District Athletic Department in the event of a medical emergency regarding student-athletes, coaches, department support staff or spectators that occurs at one of the district's athletic venues. This plan will outline the various components of an EMAP. There is a site-specific EMAP for each PFISD Athletic venue. A copy of the site-specific EMAP is posted in the training room/ office of each facility. All Athletic Department personnel (athletic trainers, coaches, administrators, stadium supervisors, and private/public emergency responders) should review the EMAP annually.

Introduction

An emergency is any sudden medical illness or injury that requires immediate medical attention. Emergency situations can occur at any time during athletic participation. Expedient action must be

taken in order to provide the best possible treatment. The EMAP will ensure that the best care is provided. The components of an Emergency Medical Action Plan include:

- Emergency Team
- Emergency Communication
- Proper Emergency Equipment
- Emergency Transport
- Venue Directions

Emergency Team

The implementation of an EMAP cannot take place without the formation of an emergency team. The first responder to an emergency situation is typically the Licensed Athletic Trainer (LAT). A Team Physician may be present at some high-risk events. Other members of the emergency team may include Team Coaches, Emergency Medical Technicians (EMT), District Police Department, Student Athletic Trainers, Athletic Department Administrator, or Stadium Supervisor. The personnel present at an athletic venue will vary based on factors such as the particular sport or activity, setting and type of competition. In any case, the roles of the team members will vary depending on the situation. The LAT usually serves as team lead and organizes the response at the scene.

The emergency team has four main priorities: immediate care of the athlete, emergency equipment retrieval, activation of Emergency Medical Services (EMS) and directions to the Emergency Site.

Immediate Care of the Athlete

The first and most important role is immediate care of the athlete. The most qualified individual on the scene should provide acute care in an emergency situation. Individuals with lower credentials should yield to anyone with more appropriate training.

Emergency Equipment Retrieval

Equipment retrieval may be done by anyone on the emergency team who is familiar with the types and location of the specific equipment needed. Student athletic trainers, coaches and equipment managers are good staff members for this role. Important emergency equipment is noted below.

Activation of Emergency Medical Services (EMS)

EMS activation should be done as soon as the situation is deemed an “emergency” or “life threatening event”. Time is the most critical factor. Activating the EMS system may be done by anyone on the

team. However, the person chosen for this duty should be someone who is calm under pressure, who communicates well, and who is familiar with the location of the sporting event. Steps for activation are noted below.

Directions to the Emergency Site

After EMS has been activated, one member of the team should be responsible for meeting the emergency medical personnel as they arrive at the site of the contest. Depending on the level of access, this person should have keys to unlock any gates or doors that may hinder the arrival of medical personnel. A student athletic trainer, manager or coach may be appropriate for this role.

EMERGENCY COMMUNICATIONS

Activation of Emergency Medical System (EMS)

In the event that an emergency occurs involving a student athlete; a member of the Emergency Team should promptly contact EMS. Phone numbers of emergency personnel should be posted by the phone or in the medical kits. If there isn't a phone on the field, it is the responsibility of the Licensed Athletic Trainer or coach (if a LAT is not present) to bring a cellular phone to the field. A back up communication plan should be in effect if there should be a failure of the primary communication system. It is important to note the location of a landline telephone. Pre-arranged access to the phone should be established if it is not easily accessible. A cellular phone is preferred.

Contacting the Emergency Medical System (EMS)

- If EMS or EMT's are at the event, then a signal (discussed in advance) should be given to summon them forward.
- Even if EMS is on site, call 911 as not all contracted EMS providers will transport a patient.
- The following should be provided the dispatcher:
 - Your name
 - Exact location where the injury occurred and where you will meet them
 - The number you are calling from
 - Number of injured athletes
 - The condition of the athlete(s)
 - The care being provided
 - Make sure that you hang up only after the dispatcher has hung up
- As EMS is being dispatched, ensure that a member of the emergency team is designated to retrieve any needed emergency equipment from the sidelines.
- Have the coaches' serve as crowd control and keep other athletes away from victim.

- Send someone to meet the ambulance at the designated spot.
- A coach or administrator from the injured athlete's school should accompany the injured athlete to the hospital. They should take the injured athlete's Emergency Care Card with them to the hospital.
- The parents of the injured athlete should be notified immediately.

A synopsis of this is provided for each PFISD athletic venue and each middle and high school should write a plan for each practice site and venue.

Emergency Equipment

The majority of emergency equipment will be under the control of the Licensed Athletic Trainer, Team Physician or EMT's. The highest trained member at the event should be aware of what equipment is readily available at the venue or event. All necessary equipment should be quickly accessible. Appropriate personnel should be familiar with the function and operation of available equipment. The equipment should be in good working order and checked regularly.

Emergency Equipment List and Location

- Anaphylaxis Kit/ EpiPen: Available for designated athletes only (by prescription and parent provided). Located in the team's first aid kit.
- Backboard: back boarding is the responsibility of the EMT, Physician and/or LAT.
- Available in EMS trucks only.
- Splints: Available in Emergency Care Bags on site with the LAT.
- Automatic Defibrillators: Available near field of play at athletic venues, in EMS trucks, and in PFISD PD supervisor's patrol cars.
- This information is provided in the EMAP for each venue with specific locations for that site.

Emergency Transport

Injured student athletes requiring emergency care are to be transported by EMS only. Non-life threatening injuries requiring further care may be released to the parent. Under no circumstances are any school district personnel to transport an injured athlete to the hospital in a personal vehicle.

Venue Directions

Directions to each PFISD athletic venue are included in the site specific EMAP and posted in the training room or office of each facility. These directions include physical address for 911 dispatch as well as entrance locations for EMS trucks

Athletic Department - Emergency Medical Action Plan (EMAP): Connally High School

The purpose of this document is to provide instructions to members of the Connally Athletic Department in the event of a medical emergency regarding student-athletes. An emergency is any sudden life threatening injury or illness that requires immediate medical attention. Emergency situations can occur at any time during athletic participation. Expedient action must be taken in order to provide the best possible treatment. This emergency plan will help ensure the best care is provided.

All members of the athletic department who work directly with athletes are required to familiarize themselves with this plan. Throughout the year there might be times in which an athletic trainer or medical professional is not immediately available. This places athletic personnel, most likely coaches, in the position of potentially providing emergency medical services in the form cardiopulmonary resuscitation and basic first aid. All coaches are required to have and maintain CPR/AED certification during employment. CPR training is provided by the school district through professional development. Athletic staff may also receive training via other sources, Seton Hospitals or Pflugerville Fire Department. Documentation of certification should be provided to the Athletic Director's office.

Athletic personnel should review the policy at the beginning of each academic year. Coaches should discuss the policy in detail with the athletic training staff. An emergency plan must exist for all organized practices and competitions, including out of season training, strength training and conditioning workouts. Those with the highest level of health training are responsible for the emergency plan at a session or event.

1. Chain of Command during severe or catastrophic injury will be as follows:
 - a. Team Physician (if present)
 - b. Athletic Trainer
 - c. Coaching Staff
 - d. Other support staff (AD, student athletic trainers, administrators)
2. If Team Physician or Athletic Trainer are ON SITE at time of injury, he/she will take command.
3. If Team Physician or Athletic Trainer are NOT ON SITE, then the next person on the Chain of Command is in charge.

Legal liability is very important to consider, and ALL athletic staff should understand this plan.

Potential emergencies should be avoided through pre-participation examinations of each athlete prior to participation in any sport. Physicals are required of ALL student-athletes BEFORE participation in any Connally sports practice or event. Physical examinations are good for ONE calendar year from date of exam. Also, safe practices including training techniques, and adequate medical coverage should be taken into consideration. However, accidents and injuries are inherent with sports participation. Therefore, proper preparation on the part of the athletic staff will enable each emergency situation to be managed appropriately. IF you have any questions about the enclosed plan, please contact the Connally Sports Medicine Department at (512) 594-0853, or Athletic Director's Office at (512) 594-0080.

There are three basic components of this plan: Emergency Personnel, Emergency Communication, and Emergency Equipment. Emergency plans for each specific athletic arena (Cougar Stadium, CHS gymnasiums, Tennis courts, Baseball/Softball fields, Katherine Fletcher pool and the Blackhawk & Star Ranch golf courses are provided at the end for your convenience).

I. CHS EMERGENCY PERSONNEL

The type of and degree of sports medicine coverage for an athletic event (practice or contest) may vary based on factors such as the particular sport or activity, the setting, and the type or training or competition. With the majority of athletic contests and practices, the first responder to an emergency situation is typically a member of the sports medicine staff, most commonly an Athletic Trainer. A Team Physician may be present at some high-risk events like football games. Other members of the emergency team may include Emergency Medical Technicians (EMT), student athletic trainers, and team coaches. EMTs will only be available at varsity football contests.

Roles of each of the above individuals within the emergency team may vary depending on various factors such as number of members on the team, the athletic venue itself, or the preference of the athletic training staff. Roles within the emergency team include:

- Immediate Care of the Athlete (by those with the highest level of training)
- Emergency Equipment Retrieval
- Activation of Emergency Medical Services
- Directions to the Emergency Site (EMS)

A. Immediate Care of the Athlete

The first and most important role is immediate care of the athlete. Acute care in an emergency situation should be provided by the most qualified individual on the scene (See Chain of Command). Individuals with the lower credentials should yield to those with more appropriate training.

B. Emergency Equipment Retrieval

The second role, equipment retrieval, may be done by anyone on the emergency team who is familiar with the types and location of the specific equipment needed. Student athletic trainers, managers, coaches, or even players may be called on for this role. Important emergency equipment is noted below.

C. Activation of Emergency Medical Services (EMS)

The third role, EMS activation, should be done as soon as the situation is deemed an “emergency” or “life-threatening event”. Time is the most critical factor. Activating the EMS system may be done by anyone on the team. However, the person chosen for this duty should be someone who is calm under pressure, who communicates well, and who is familiar with the location of the sporting event. STEPS FOR ACTIVATION ARE NOTED BELOW.

D. Directions to the Emergency Site

After EMS has been activated, one member of the team should be responsible for meeting the emergency medical personnel as they arrive at the site of the contest, if they not already there. An assistant coach or student athletic trainer is appropriate for this role.

II. CHS EMERGENCY COMMUNICATION

A. Activation of Emergency Medical Services (EMS)

In the event that an emergency occurs involving a student-athlete, a member of the Emergency Team should promptly contact Emergency Medical Services (EMS). The local emergency telephone number is 911. There are telephones located in the athletic secretary’s office, each athletic training room and coaches’ offices. The coaches at venues without phones, such as off-campus venues, are responsible for having a cellular phone in case of emergency (when an Athletic Trainer is not present). A backup communication plan should be in effect if there should be failure of the primary communication system. It is important to note in advance the location of a workable telephone. Prearranged access to the phone should be established if it is not easily accessible. A cellular telephone with backup battery is preferred. This should not present a problem given the wide popularity of cellular phones in today’s society.

B. Contacting the Emergency Medical Services (EMS)

1. If EMT’s are at the event (Cougar Stadium games only), then a signal (determined in advance) should be given to summon them.

2. Even if EMS is on site, call 911 as not all contracted EMS providers will transport a patient.
3. The following information should be provided to the dispatcher:
 - a) Your name
 - b) Exact location the injury occurred and where you will meet them
 - c) The number you are calling from
 - d) Number of injured athletes
 - e) The condition of the athlete(s)
 - f) The care being provided
 - g) Make sure you hang up only after the dispatcher has hung up
4. Notify someone from the sports medicine staff. See numbers below.
5. As EMS is being dispatched, make sure someone is designated to retrieve any needed emergency equipment from the sidelines or training room.
6. Have coaches serve as crowd control and keep other athletes away from the victim.
7. Send someone to meet the ambulance at the designated spot.
8. If a parent is not present, a member of the coaching staff will accompany the injured athlete to the hospital (Dell Children's Hospital or North Austin Medical Center). All coaches will have a copy of every individual athlete's emergency cards AT ALL TIMES and send them to the hospital with the athlete if needed.

III. CHS EMERGENCY EQUIPMENT

The majority of emergency equipment will be under the control of a member of the sports medicine staff. The highest trained provider at the event should be aware of what equipment is readily available at the venue or event. All necessary emergency equipment should be quickly accessible. Appropriate personnel should be familiar with the function and operation of available equipment. The equipment should be in good condition and checked regularly.

The highest trained member of the staff should determine in advance the type and manner in which any equipment is at or to be delivered to the site. During practices, off-campus teams should rely on emergency medical services for all equipment.

The following is a list of important available equipment and their location:

1. BACKBOARD --- back boarding is the responsibility of the EMT, Physician, and ATC. Backboards are available in the training room and ambulances.
2. SPLINTS --- Available in athletic training rooms or on site with AT. Splints will be handled by ATs, student athletic trainers, or physicians.
3. AUTOMATED EXTERNAL DEFIBRILLATORS (AED)- Available in field house and gym athletic training rooms, main building front office, performing arts center (PAC), band hall, and portable AED for home and away events. ATs, Physicians, and coaches will administer AED if needed.

EMERGENCY ACTION PLAN IN CASE OF LIGHTNING

The following steps are modified from those recommended by the NCAA, NATA, and the National Severe Storms Laboratory (NSSL) in the event of lightning or severe storm warning:

1. A member of the emergency care team (AT, coach, or staff supervisor) is designated to monitor threatening weather conditions and make the decision to remove a team or individuals from an athletic venue or event.
2. Monitoring should include obtaining a weather report prior to a practice or competitive event. Be aware of National Weather Service-issued (NWS) thunderstorm “watches” and “warnings” as well as the signs of thunderstorms developing nearby. “Watch” means conditions are favorable for severe weather to develop in an area; a “warning” means that severe weather has been reported in an area and for everyone to take proper precautions.
3. Be aware of how close lightning is occurring. Count the seconds using the flash-to-bang (flash of lightning-to-thunder) method. Count the seconds and divide by five, which gives you the distance, in miles, that the lightning strike occurred. By the time the flash-to-bang count is 30 seconds, all individuals should have moved to safety. Be alert at the first sign of lightning or thunder and judge the time necessary to evacuate all individuals from the athletic venue. Ideally, 30 minutes should pass following the last flash of lightning or clap of thunder before resuming athletic activity.

EMERGENCY PHONE NUMBERS

Emergency Number: 911

Dell Children’s Hospital: (512) 324-0000

North Austin Medical Center: (512) 901-1000

Athletic Trainer

Josh Rowan

(512) 594-0853

Field House Athletic Training
Room

(512) 587-3037 Cellular

Athletic Trainer

Derica Watson

(512) 594-0854

Gym Athletic Training Room
(817) 692-3091 Cellular

Athletic Director

Johanna Denson

(512) 594-0080 Office

(512) 594-0081 Fax

I. Emergency Personnel

Athletic Trainers are located in the Athletic Training Room which is in the field house on the southwest side of the stadium. To access athletic training room, go to the south end of the field and go to the south entrance. You will see the athletic training room doors on the right side of the hall across from the weight room. An athletic trainer will be present during all UIL sanctioned practices and games as determined by the director of athletics.

- A. Immediate care of the injured athlete will be done by highest member of the chain of command. Refer to emergency plan overview for listing of chain of command.
- B. Emergency Equipment Retrieval- If second athletic trainer is available he/she will retrieve any emergency equipment deemed necessary. If the second athletic trainer or student athletic trainer is not available, a coach, manager or athlete will be asked to retrieve needed equipment and supplies.
- C. Activation of EMS will be done by the lead member of the coaching staff, preferably the head coach. If the head coach is not present, an assistant will take over.
- D. Directions to the emergency site: Main Game Field/ Stadium. From North Lamar road enter campus on the road that runs just south of the stadium field house. Continue to the stop sign turning north toward the Howard lane entrance/exit. Continue past the stands to the second gate entrance located on the northwest side of the stadium. School personnel will meet the ambulance and guide them on to the track and playing field.**** For non-athletic emergencies (Spectator emergencies in stands etc.) the ambulance may be directed into the stadium by the southwest gate. Crowd control will need to be coordinated if sporting event is taking place****

II. Emergency Communication

- A. Activation of EMS- If no cellular phones are available, phone located in athletic training room or athletic secretary's office.
- B. Contacting EMS- member of the coaching staff will call 911 (see above) and provide necessary information as detailed on EAP overview
 - Have assistant coaches serve as crowd control and keep athletes away from victim.
 - Send assistant coach or team captain to North Lamar and Connally entrance nearest stadium to flag down ambulance.
 - An "emergency accident report" will need to be filled out, so the time of accident, time EMS was activated, and care given to the athlete need to be noted.

III. Emergency Equipment

Emergency equipment is located in the athletic training room/equipment room. In the remote case an athletic trainer is not present, EMS should be activated and coaches should rely on their equipment.

Lightning and Severe Weather

In the case of lightning or severe weather, teams should proceed to mat room/locker rooms for cover.

Please feel free to contact the athletic trainers on staff if you have any questions regarding your specific emergency action plan (EAP). The EAP should be reviewed yearly with the AT and Athletic Director.

****THE EMERGENCY ACCESS GATE AND STADIUM ACCESS DRIVE SHOULD REMAIN CLEAR FROM OBSTRUCTION DURING ANY ATHLETIC ACTIVITY IN THE STADIUM.**

CHS Golf

I. Emergency Personnel

Athletic Trainers are not present at golf practice and most competitions. The head coach and other staff available should be relied upon during an emergency situation

- A. Immediate care of the injured athlete will be done by highest member of the chain of command. Refer to emergency plan overview for listing of chain of command.
- B. Emergency Equipment Retrieval- No emergency equipment (AED) is available at either golf facility, Blackhawk Golf Club or Star Ranch Golf Course
- C. Activation of EMS will be done by the lead member of the coaching staff, preferably the head coach. If the head coach is not present, an assistant will take over.
- D. Directions to the emergency site:
- E. Blackhawk Golf Club - 2714 Kelly Ln Pflugerville, TX 78660 512-251-9000 - From Austin: Travel north on IH 35 exit Louis Henna Blvd to Toll Rd 45 Take Kelly Ln Exit heading east. Turn left into Blackhawk Golf Club parking lot (Note: do not turn into Fiarways of Blackhawk subdivision).
- F. Star Ranch Golf Course – 2500 FM 685 Hutto, TX 78634 512-252-4653 – From Austin: Take IH 35 exit Louis Henna to Toll Rd 45 East, Take 130 North exit to Hutto/685 North, take 685/130 Access Road 1 mile and make a U-turn at flashing light, go 0.5 miles south on FM 685 Star Ranch is on the right.

II. Emergency Communication

- A. Activation of EMS-
Blackhawk Golf Club – If no cellular phones are available, phones are located in the clubhouse, restaurant and maintenance shop.
Star Ranch Golf Course – If no cellular phones are available, phones are located in the clubhouse.
- B. Contacting EMS- member of the coaching staff will call 911 (see above) and provide necessary information as detailed on EAP overview

- Have assistant coaches/student-athletes serve as crowd control and keep athletes away from victim.
- Send assistant coach or team captain to entrance of golf course to flag down and direct ambulance.
- An “emergency accident report” will need to be filled out, so the time of accident, time EMS was activated, and care given to the athlete need to be noted.

III. Emergency Equipment

No emergency equipment (AED) is located at either golf facility. EMS should be activated and coaches should rely on their equipment.

Lightning and Severe Weather

In the case of lightning or severe weather, teams should proceed to the following locations at each golf course.

Blackhawk Golf Club – Return to clubhouse, restaurant or maintenance shop.

Star Ranch Golf Course – Return to clubhouse, restrooms on the front or back of golf course.

Please feel free to contact the athletic trainers on staff if you have any questions regarding your specific emergency action plan (EAP). The EAP should be reviewed yearly with the AT and Athletic Director.

CHS Softball / Baseball

I. Emergency Personnel

Athletic Trainer(s) are located in the Gym and/or Field House Athletic Training Rooms.

To access Field House Athletic Training: closest access door on the south side of building. To access athletic training room, go up steps on south side of field house, after entering double doors, the athletic training room will be on left side of the hallway.

To access Gym Athletic Training Room: closest access door on west side of main building by Performing Arts Center, go through Girls’ locker room hallway, athletic training room is in hallway between main and auxiliary gyms.

An athletic trainer will be present during all UIL sanctioned practices and games as determined by the director of athletics.

- A. Immediate care of the injured athlete will be done by highest member of the chain of command. Refer to emergency plan overview for listing of chain of command.
- B. Emergency Equipment Retrieval- If second athletic trainer is available he/she will retrieve any emergency equipment deemed necessary. If the second athletic trainer or student athletic

trainer is not available, a coach, manager or athlete will be asked to retrieve needed equipment and supplies.

- C. Activation of EMS will be done by the lead member of the coaching staff, preferably the head coach. If the head coach is not present, an assistant will take over.
- D. Directions to the emergency site: off of North Lamar, enter second Connally entrance (closest to stadium) traveling north where a staff member will flag down the ambulance and direct to tennis courts and through the emergency access gate(s) if necessary.

II. Emergency Communication

- A. Activation of EMS- If no cellular phones are available, phone located in athletic training room or athletic secretary's office.
- B. Contacting EMS- member of the coaching staff will call 911 (see above) and provide necessary information as detailed on EAP overview
 - Have assistant coaches serve as crowd control and keep athletes away from victim.
 - Send assistant coach or team captain to North Lamar and Connally entrance nearest stadium to flag down ambulance.
 - An "emergency accident report" will need to be filled out, so the time of accident, time EMS was activated, and care given to the athlete need to be noted.

III. Emergency Equipment

Emergency equipment is located in the athletic training room. In the remote case an athletic trainer is not present, EMS should be activated and coaches should rely on their equipment.

Lightning and Extreme Weather

In the case of lightning or extreme weather, teams should proceed to gymnasium or field house mat room for cover.

Please feel free to contact the athletic trainers (ATC) on staff if you have any questions regarding your specific emergency action plan (EAP).

****THE EMERGENCY ACCESS GATE SHOULD REMAIN UNLOCKED AND OPEN DURING ANY ATHLETIC ACTIVITY ON THE COURTS.**

CHS Volleyball, Basketball, Wrestling

I. Emergency Personnel

Athletic Trainer is located in gym athletic training room between main and auxiliary gyms. Athletic Trainer(s) will be on campus for all UIL sanctioned practices and games as determined by the director of athletics.

- A. Immediate care of the injured athlete will be done by highest member of the chain of command. Refer to emergency plan overview for listing of chain of command.
- B. Emergency Equipment Retrieval- If second athletic trainer is available he/she will retrieve any emergency equipment deemed necessary. If the second athletic trainer or student athletic trainer is not available, a coach, manager or athlete will be asked to retrieve needed equipment and supplies.
- C. Activation of EMS will be done by the lead member of the coaching staff, preferably the head coach. If head coach is not present, an asst. coach calls.
- D. Directions for EMS to the emergency site: Enter first Connally entrance from North Lamar Blvd traveling from the south where a staff member will flag the ambulance down.

II. Emergency Communication

- A. Activation of EMS- If no cellular phones are available, phone located in Girls' coaches office.
- B. Contacting EMS- member of the coaching staff will call 911 and provide necessary information as detailed on EAP overview
 - Have assistant coaches serve as crowd control and keep athletes away from victim
 - Send assistant coach or team captain to first entrance of Connally and North Lamar Blvd to flag down ambulance.
 - An "emergency accident form" will need to be completed, so the time of the accident, the time 911 was dialed, and the care given to the athlete will need to be noted.

III. Emergency Equipment

Emergency equipment is located in the both gym and field house athletic training rooms. In the remote case an athletic trainer is not present, EMS should be activated and coaches should rely on their equipment.

Lightning and Severe Weather

In the case of lightning or severe weather, no action is needed as the gymnasium provides excellent storm shelter.

Please feel free to contact the athletic trainers on staff if you have any questions regarding your specific emergency action plan (EAP). The EAP should be reviewed yearly with the AT and Athletic Director.

CHS Tennis

I. Emergency Personnel

Athletic Trainer(s) are located in the Gym and/or Field House Athletic Training Rooms.

To access Field House Athletic Training Room: go in door on the north side of fieldhouse, the athletic training room will be on right side of the hallway halfway down the hall.

To access Gym Athletic Training Room: enter the gymnasium through doors on the west side of the gym or through the gymnasium foyer on the northeast corner of the gym. Go to the hall on the northeast corner of the gymnasium and proceed down the hall. The training room is halfway down the hall.

An athletic trainer will be present during all UIL sanctioned practices and games as determined by the director of athletics.

- A. Immediate care of the injured athlete will be done by highest member of the chain of command. Refer to emergency plan overview for listing of chain of command.
- B. Emergency Equipment Retrieval- If second athletic trainer is available he/she will retrieve any emergency equipment deemed necessary. If the second athletic trainer or student athletic trainer is not available, a coach, manager or athlete will be asked to retrieve needed equipment and supplies.
- C. Activation of EMS will be done by the lead member of the coaching staff, preferably the head coach. If the head coach is not present, an assistant will take over.
- D. Directions to the emergency site: from Pecan Street, take the entrance nearest the administration building, or turn in the light at the front of the school. The tennis courts are on the west side of the football stadium and west of the baseball field. A staff member will flag down the ambulance and direct to tennis courts and through the emergency access gate(s) if necessary.

II. Emergency Communication

- A. Activation of EMS- If no cellular phones are available, phone located in athletic training room or athletic secretary's office.
- B. Contacting EMS- member of the coaching staff will call 911 (see above) and provide necessary information as detailed on EAP overview
 - Have assistant coaches serve as crowd control and keep athletes away from victim.
 - Send assistant coach or team captain to North Lamar and Connally entrance nearest stadium to flag down ambulance.
 - An "emergency accident report" will need to be filled out, so the time of accident, time EMS was activated, and care given to the athlete need to be noted.

III. Emergency Equipment

Emergency equipment is located in the athletic training room. In the remote case an athletic trainer is not present, EMS should be activated and coaches should rely on their equipment.

Lightning and Extreme Weather

In the case of lightning or extreme weather, teams should proceed to lockerrooms, gymnasium or field house mat room for cover.

If lightning begins during an outdoor athletic event, please have announcer (if present), make announcement to clear stands and seek shelter.

Please feel free to contact the athletic trainers (ATC) on staff if you have any questions regarding your specific emergency action plan (EAP).

****THE EMERGENCY ACCESS GATE SHOULD REMAIN UNLOCKED AND OPEN DURING ANY ATHLETIC ACTIVITY ON THE COURTS.**

Athletic Department - Emergency Medical Action Plan (EMAP): Hendrickson High School

The purpose of the document is to provide an action plan and guidelines for responding to medical emergencies. To better prepare all personnel involved in athletics to respond appropriately to medical emergencies in an effort to increase the chance of survival of anyone who has suffered a medical emergency.

Implementation

The Emergency Action Plan (EAP) will be reviewed and revised as needed by the Hendrickson High School Sports Medicine Staff in conjunction with the school nurse and principal. All members of the Sports Medicine Staff, administrators who oversee athletic events, coaches, and the school resource officer must be familiar with the EAP. The plan should be reviewed annually.

Emergency Personnel

All coaches and licensed athletic trainers have current CPR and AED certifications. Health Services Coordinator, Sari McCoy, BSN, RN keeps the Certification records. Each fall all coaches will review the EAP and policies for use of emergency equipment for the upcoming year for their venues.

In the case of an emergency:

- The Hendrickson High School Sports Medicine Staff or coaches, if there is no Sports Medicine Staff present, will administer first responder care, which includes first aid, CPR and AED as recommended by the Red Cross.
- A coach should accompany the student-athlete to the hospital, when possible, if a parent is not present.
- Other Sports Medicine Staff should be notified as soon as possible.
- Parents should be contacted by a member of the Sports Medicine Staff or coach as soon as possible.

- Athletic Coordinators should be notified in a timely manner.

Coverage

The level of coverage for each sport will be determined by the Sports Medicine Staff with respect to the concerns of the coaching staff and the level of risk attached with each sport. Coverage provided by the Sports Medicine Staff is for Hendrickson High School directed, UIL supported practices and events. The Athletic Coordinators, coaches and licensed athletic trainers will designate coverage for away contests on a sport-by sport basis. A team traveling without an athletic trainer will be covered by the host school. When teams are traveling out of district, the coach or athletic trainer should confirm host coverage.

The Sports Medicine Staff will make every attempt to provide medical coverage for all practices. If these practices fall between the hours of 7:30 am to 7:00 pm., and occur during the academic calendar year, the Sports Medicine Staff will have an athletic trainer covering the practice or available in one of the two athletic training facilities. If a team is practicing in their “off-season”, later or earlier than this, or outside the academic calendar, the practice may not be covered.

Strength Training

If an injury or accident occurs while an athlete is in the weight room, they should come to the Athletic Training room immediately. If an emergency situation arises, an Athletic Trainer in the Athletic Training room should be notified immediately and the Emergency Action Plan for either the Field House of Gymnasium should be followed. If an injury or accident takes place when the Athletic Training room is not open, or there is no Athletic Trainer present, 911 should be used and the posted EAP should be followed and the Sports Medicine Staff should be contacted as soon as possible.

Skills Session

If an injury or accident occurs when an Athletic Trainer is not present, the coach should instruct their athletes to go to one of the Athletic Training rooms, or their doctor (if the Athletic Training room is closed). If an emergency situation arises, the coach should use 911 and follow the Emergency Action Plan posted at the site. The Sports Medicine Staff and the Athletic Coordinator should be contacted as soon as possible.

Emergency Equipment

The following items should be located or accessible at competitions:

Athletic Trainers’ Medical Kit

- AED
- Splint Kit
- Microshield / Pocket Mask
- Knee Immobilizer
- Crutches

Please refer to the venue specific plans for specific equipment available at each site.

The following items should be located in the Travel Medical Kit for teams to take on the road:

- Band Aids (various sizes)
- Sterile gauze pads
- Non-adherent gauze pads
- Antiseptic wound wash
- Gloves
- Tape
- Ice bags

Communication & Transportation

A cellular phone should be available at all practices and competitions. The Licensed Athletic Trainer's cell phone should be used as the primary means of emergency communication. A coach's cell phone or land line should be used as secondary means. At competitions, the police officer on duty can also assist with contacting dispatch.

Phone Numbers:

- **Emergency... 911**
- Pflugerville Police Department.....512-251-4004
- Field House Athletic Training Room.....512-594-1153
- Gymnasium Athletic Training Room.....512-594-1154

Patti Springfield, Athletics Supervisor, will arrange for ambulance service to be available at all Home Varsity Football Games. The ambulance will be located in the Northeast corner of the football stadium. The Sports Medicine Staff will communicate with the ambulance by sending a coach or member of the Sports Medicine Staff to get them if they are needed on the field. The contracted on-site ambulance will only be available to help get the athlete ready for transport. Travis Co. EMS will be called for an ambulance transport.

Injuries that warrant emergency transportation include, but are not limited to:

- Cessation of or difficulty breathing
- Chest pain

- Cessation of circulation
- Loss of consciousness
- Extremity injury with loss of distal pulse
- Head injury resulting in severe bleeding, fracture, loss of consciousness, or altered mental status
- Impaled objects
- Possible neck/back fracture
- Severe bleeding
- Severe or open fracture, with loss of pulse

Any other non-emergent transportation will be at the discretion of the Licensed Athletic Trainer or team physician, when present. Transportation will be with a parent or guardian of the athlete. If the parent is unavailable, and ambulance will be used for transport depending on the severity of the injury.

Care for Game Officials & Spectators

If a spectator is injured during an event, the first responder will be either the Hendrickson administrator or police officer on duty. If an official is injured during an event, the Sports Medicine Staff will provide first responder care. If the injury is of an emergent nature, the Sports Medicine Staff on site will use 911, or the on-site ambulance, when available.

HHS Field House

I. Emergency Equipment

Located in the Athletic Training room

- AED, Microshield/pocket mask, crutches, splint kit, knee immobilizers, first aid supplies

II. Emergency Procedures

Provide first aid, CPR, or AED as needed.

- Activation of EMS- If no cellular phones are available, phones are located in Athletic Training room office or coaches' office.
- Contacting EMS- member of the coaching staff will call 911 and provide necessary information
 - Name,
 - Address: 1929 Copper Mine Dr.
 - Number of victims and their condition
 - First-aid treatment initiated
 - Directions: **The Field House is located in the southwest corner of the school. It is attached to the Football Stadium. Enter the building through the double doors facing**

the Tennis Complex.

- C. Hang up only when instructed by the dispatcher
- D. Have assistant coaches serve as crowd control and keep athletes away from victim
- E. Send assistant coach or team captain to stop sign outside of Field House to flag down ambulance.
 - a. Provide EMS with a copy of the Pflugerville ISD Athletic Emergency Student Information Sheet when possible.
 - b. A coach or member of the Sports Medicine Staff should accompany the athlete to the hospital if parent/guardian is not present.
 - c. A member of the Sports Medicine Staff should contact the parent/guardian or emergency contact of the athlete as soon as possible.
 - d. Contact an Athletic Coordinator and School Administrator as soon as possible.
- F. An “emergency accident form” will need to be completed, so the time of the accident, the time 911 was dialed, and the care given to the athlete will need to be noted.

Lightning and Severe Weather

In the case of lightning or severe weather, no action is needed as the Field House provides excellent storm shelter.

HHS Gymnasium

I. Emergency Equipment

Located in the Athletic Training Room

- AED, Microshield/pocket mask, crutches, splint kit, knee immobilizers, first aid supplies

II. Emergency Procedures

Provide first aid, CPR, or AED as needed.

- A. Activation of EMS- If no cellular phones are available, phones are located in Athletic Training room office or coaches’ office.
- B. Contacting EMS- member of the coaching staff will call 911 and provide necessary information
 - a. Name,
 - b. Address: 19201 Colorado Sand Dr.
 - c. Number of victims and their condition
 - d. First-aid treatment initiated
 - e. Directions: **the gym is located in the southwest corner of the school. Enter the building through the double doors on the driveway between the school and the tennis**

courts.

- C. Hang up only when instructed by the dispatcher
- D. Have assistant coaches serve as crowd control and keep athletes away from victim
- E. Send assistant coach or team captain to stop sign outside of gym/tennis courts to flag down ambulance.
 - a. Provide EMS with a copy of the Pflugerville ISD Athletic Emergency Student Information Sheet when possible.
 - b. A coach or member of the sports medicine staff should accompany the athlete to the hospital if parent/guardian is not present.
 - c. A member of the Sports Medicine Staff should contact the parent/guardian or emergency contact of the athlete as soon as possible.
 - d. Contact an Athletic Coordinator and School Administrator as soon as possible.
- F. An “emergency accident form” will need to be completed, so the time of the accident, the time 911 was dialed, and the care given to the athlete will need to be noted.

Lightning and Severe Weather

In the case of lightning or severe weather, no action is needed as the gymnasium provides excellent storm shelter.

Hendrickson Stadium

I. Emergency Equipment

- During Football competitions: AED, Microshield/pocket mask, crutches, splint kit, knee immobilizers, first aid supplies will be located on the Home Sideline
- During Soccer competitions: AED, Microshield/pocket mask, crutches, splint kit, knee immobilizers, first aid supplies will be located in the golf cart, parked behind the Home Bench, on the East (Visitor’s) sideline.
- During Track and Field competitions: AED, Microshield/pocket mask, crutches, splint kit, knee immobilizers, first aid supplies will be located in the golf cart, parked in the south end zone.

II. Emergency Procedures

Provide first aid, CPR, or AED as needed.

- A. Activation of EMS- If no cellular phones are available, phones are located in Athletic training room office or coaches’ office.
- B. Contacting EMS- member of the coaching staff will call 911 and provide necessary information
 - a. Name,
 - b. Address: 1929 Copper Mine Dr.

- c. Number of victims and their condition
- d. First-aid treatment initiated
- e. Directions: **The football stadium and track are located south of the school building. Enter the field through the double gates at the northeast corner of the stadium**
- C. Hang up only when instructed by the dispatcher
- D. Have assistant coaches serve as crowd control and keep athletes away from victim
- E. Send assistant coach or team captain to stop sign outside of field house to flag down ambulance.
 - a. Provide EMS with a copy of the Pflugerville ISD Athletic Emergency Student Information Sheet when possible.
 - b. A coach or member of the Sports Medicine Staff should accompany the athlete to the hospital if parent/guardian is not present.
 - c. A member of the Sports Medicine Staff should contact the parent/guardian or emergency contact of the athlete as soon as possible.
 - d. Contact an Athletic Coordinator and School Administrator as soon as possible.
- F. An “emergency accident form” will need to be completed, so the time of the accident, the time 911 was dialed, and the care given to the athlete will need to be noted.

Lightning and Severe Weather

In the case of lightning or severe weather, teams should proceed to mat room/locker rooms for cover.

Please feel free to contact the Athletic Trainers on staff if you have any questions regarding your specific emergency action plan (EAP). The EAP should be reviewed yearly with the AT and Athletic Director.

****THE EMERGENCY ACCESS GATES AND STADIUM ACCESS DRIVE SHOULD REMAIN CLEAR FROM OBSTRUCTION DURING ANY ATHLETIC ACTIVITY IN THE STADIUM.**

HHS Softball Stadium

I. Emergency Equipment

- During Baseball / Softball competitions: AED, Microshield/pocket mask, crutches, splint kit, knee immobilizers, first aid supplies will be located in the golf cart parked by the home dugout.
- During practices: AED, Microshield/pocket mask, crutches, splint kit, knee immobilizers, first aid supplies will be located in the Field House Athletic Training room.

II. Emergency Procedures

Provide first aid, CPR, or AED as needed.

- A. Activation of EMS- If no cellular phones are available, phones are located in Athletic Training room office or coaches' office.
- B. Contacting EMS- member of the coaching staff will call 911 and provide necessary information
 - a. Name,
 - b. Address: 1929 Copper Mine Dr.
 - c. Number of victims and their condition
 - d. First-aid treatment initiated
 - e. Directions: **The Baseball / Softball stadium is located on the southeast side of the football stadium. Turn right at the stop sign in front of the field house, the baseball/softball stadium will be ahead on your left.**
- C. Hang up only when instructed by the dispatcher
- D. Have assistant coaches serve as crowd control and keep athletes away from victim
- E. Send assistant coach or team captain to stop sign outside of Field House to flag down ambulance, and move cones/gates to allow access to Baseball/Softball Stadium.
 - a. Provide EMS with a copy of the Pflugerville ISD Athletic Emergency Student Information Sheet when possible.
 - b. A coach or member of the Sports Medicine Staff should accompany the athlete to the hospital if parent/guardian is not present.
 - c. A member of the Sports Medicine Staff should contact the parent/guardian or emergency contact of the athlete as soon as possible.
 - d. Contact an Athletic Coordinator and School Administrator as soon as possible.
- F. An "emergency accident form" will need to be completed, so the time of the accident, the time 911 was dialed, and the care given to the athlete will need to be noted.

Lightning and Severe Weather

In the case of lightning or severe weather, teams should proceed to mat room/locker rooms for cover.

Please feel free to contact the Athletic Trainers on staff if you have any questions regarding your specific emergency action plan (EAP). The EAP should be reviewed yearly with the AT and Athletic Director.

****THE EMERGENCY ACCESS GATES AND STADIUM ACCESS DRIVE SHOULD REMAIN CLEAR FROM OBSTRUCTION DURING ANY ATHLETIC ACTIVITY IN THE STADIUM.**

HHS Tennis Complex

I. Emergency Equipment

- During competitions and practices: AED, Microshield/pocket mask, crutches, splint kit, knee immobilizers, first aid supplies will be located in the Gym Athletic Training room.

II. Emergency Procedures

- A. Provide first aid, CPR, or AED as needed.
- B. Activation of EMS- If no cellular phones are available, phones are located in Athletic Training room office or coaches' office.
- C. Contacting EMS- member of the coaching staff will call 911 and provide necessary information
 - a. Name,
 - b. Address: 1929 Copper Mine Dr.
 - c. Number of victims and their condition
 - d. First-aid treatment initiated
 - e. Directions: **The Tennis Complex is located on the east side of the football stadium.**
- D. Hang up only when instructed by the dispatcher
- E. Have assistant coaches serve as crowd control and keep athletes away from victim
- F. Send assistant coach or team captain to stop sign outside of field house to flag down ambulance.
 - a. Provide EMS with a copy of the Pflugerville ISD Athletic Emergency Student Information Sheet when possible.
 - b. A coach or member of the Sports Medicine Staff should accompany the athlete to the hospital if parent/guardian is not present.
 - c. A member of the Sports Medicine Staff should contact the parent/guardian or emergency contact of the athlete as soon as possible.
 - d. Contact an Athletic Coordinator and School Administrator as soon as possible.
- G. An "emergency accident form" will need to be completed, so the time of the accident, the time 911 was dialed, and the care given to the athlete will need to be noted.

Lightning and Severe Weather

In the case of lightning or severe weather, teams should proceed to mat room/locker rooms for cover.

Please feel free to contact the athletic trainers on staff if you have any questions regarding your specific emergency action plan (EAP). The EAP should be reviewed yearly with the AT and Athletic Director.

****THE STADIUM ACCESS DRIVE SHOULD REMAIN CLEAR FROM OBSTRUCTION DURING ANY ATHLETIC ACTIVITY IN THE COMPLEX.**

Documentation

Role Delineation/Evaluation of Response

After an emergency situation has occurred, all athletic trainers and coaches involved with the incident will fill out an incident report. Reports will be given to Campus Coordinators to review and forward on, as needed.

Athletic Department - Emergency Medical Action Plan (EMAP): Pflugerville High School

The purpose of this document is to provide instructions to members of the Pflugerville Athletic Department in the event of a medical emergency regarding student-athletes. An emergency is any sudden life threatening injury or illness that requires immediate medical attention. Emergency situations can occur at any time during athletic participation. Expedient action must be taken in order to provide the best possible treatment. This emergency plan will help ensure the best care is provided.

All members of the athletic department who work directly with athletes are required to familiarize themselves with this plan. Throughout the year there might be times in which an athletic trainer or medical professional is not immediately available. This places athletic personnel, most likely coaches, in the position of potentially providing emergency medical services in the form cardiopulmonary resuscitation and basic first aid. All coaches are required to have and maintain CPR/AED certification during employment. CPR training is provided by the school district through professional development. Athletic staff may also receive training via other sources, Seton Hospitals or Pflugerville Fire Department are just two examples. Documentation of certification should be provided to the Athletic Director's office.

Athletic personnel should review the policy at the beginning of each academic year. Coaches should discuss the policy in detail with the athletic training staff. An emergency plan must exist for all organized practices and competitions, including out of season training, strength training and conditioning workouts. Those with the highest level of health training are responsible for the emergency plan at a session or event.

1. Chain of Command during severe or catastrophic injury will be as follows:
 - a. Team Physician (if present)
 - b. Athletic Trainer
 - c. Coaching Staff
 - d. Other support staff (AD, student athletic trainers, administrators)
2. If Team Physician or Athletic Trainer are ON SITE at time of injury, he/she will take command.
3. If Team Physician or Athletic Trainer are NOT ON SITE, then the next person on the Chain of Command is in charge.

Legal liability is very important to consider, and ALL athletic staff should understand this plan.

Potential emergencies should be avoided through pre-participation examinations of each athlete prior to participation to any sport. Physicals are required of ALL student-athletes BEFORE participation in any PHS sports practice or event. Physical examinations are good for ONE calendar year from date of exam. Also, safe practices including training techniques, and adequate medical coverage should be taken into

consideration. However, accidents and injuries are inherent with sports participation. Therefore, proper preparation on the part of the athletic staff will enable each emergency situation to be managed appropriately. If you have any questions about the enclosed plan, please contact the Pflugerville High Sports Medicine Department at (512) 594-0553, or Athletic Director's Office at (512) 594-0080.

There are three basic components of this plan: Emergency Personnel, Emergency Communication, and Emergency Equipment. Emergency plans for each specific athletic arena (PHS Stadium, gymnasiums, Tennis courts, Baseball/Softball fields, and the Blackhawk & Star Ranch golf courses are provided at the end for your convenience).

I. EMERGENCY PERSONNEL

The type of and degree of sports medicine coverage for an athletic event (practice or contest) may vary based on factors such as the particular sport or activity, the setting, and the type or training or competition. With the majority of athletic contests and practices, the first responder to an emergency situation is typically a member of the sports medicine staff, most commonly an Athletic Trainer. A Team Physician may be present at some high-risk events like football games. Other members of the emergency team may include Emergency Medical Technicians (EMT), student athletic trainers, and team coaches. EMTs will only be available at varsity football contests.

Roles of each of the above individuals within the emergency team may vary depending on various factors such as number of members on the team, the athletic venue itself, or the preference of the athletic training staff. Roles within the emergency team include:

- Immediate Care of the Athlete (by those with the highest level of training)
- Emergency Equipment Retrieval
- Activation of Emergency Medical Services
- Directions to the Emergency Site (EMS)

A. Immediate Care of the Athlete

The first and most important role is immediate care of the athlete. Acute care in an emergency situation should be provided by the most qualified individual on the scene (See Chain of Command). Individuals with the lower credentials should yield to those with more appropriate training.

B. Emergency Equipment Retrieval

The second role, equipment retrieval, may be done by anyone on the emergency team who is familiar with the types and location of the specific equipment needed. Student athletic trainers, managers,

coaches, or even players may be called on for this role. Important emergency equipment is noted below.

C. Activation of Emergency Medical Services (EMS)

The third role, EMS activation, should be done as soon as the situation is deemed an “emergency” or “life-threatening event”. Time is the most critical factor. Activating the EMS system may be done by anyone on the team. However, the person chosen for this duty should be someone who is calm under pressure, who communicates well, and who is familiar with the location of the sporting event. STEPS FOR ACTIVATION ARE NOTED BELOW.

D. Directions to the Emergency Site

After EMS has been activated, one member of the team should be responsible for meeting the emergency medical personnel as they arrive at the site of the contest, if they not already there. An assistant coach or student athletic trainer is appropriate for this role.

II. EMERGENCY COMMUNICATION

A. Activation of Emergency Medical Services (EMS)

In the event that an emergency occurs involving a student-athlete, a member of the Emergency Team should promptly contact Emergency Medical Services (EMS). The local emergency telephone number is 911. There are telephones located in the athletic secretary’s office, each athletic training room and coaches’ offices. The coaches at venues without phones, such as off-campus venues, are responsible for having a cellular phone in case of emergency (when an Athletic Trainer is not present). A backup communication plan should be in effect if there should be failure of the primary communication system. It is important to note in advance the location of a workable telephone. Prearranged access to the phone should be established if it is not easily accessible. A cellular telephone with backup battery is preferred. This should not present a problem given the wide popularity of cellular phones in today’s society.

B. Contacting the Emergency Medical Services (EMS)

1. If EMT’s are at the event (PHS football stadium games only), then a signal (determined in advance) should be given to summon them.
2. If EMT’s are not on site, call 911.
3. The following information should be provided to the dispatcher:
 - a) Your name
 - b) Exact location the injury occurred and where you will meet them
 - c) The number you are calling from

- d) Number of injured athletes
- e) The condition of the athlete(s)
- f) The care being provided
- g) Make sure you hang up only after the dispatcher has hung up
- 4. Notify someone from the sports medicine staff. See numbers below.
- 5. As EMS is being dispatched, make sure someone is designated to retrieve any needed emergency equipment from the sidelines or training room.
- 6. Have coaches and officials serve as crowd control and keep other athletes away from the victim.
- 7. Send someone to meet the ambulance at the designated spot.
- 8. If a parent is not present, a member of the coaching staff will accompany the injured athlete to the hospital. All coaches will have a copy of every individual athlete's emergency contact information AT ALL TIMES and send them to the hospital with the athlete if needed.

III. EMERGENCY EQUIPMENT

The majority of emergency equipment will be under the control of a member of the sports medicine staff. The highest trained provider at the event should be aware of what equipment is readily available at the venue or event. All necessary emergency equipment should be quickly accessible. Appropriate personnel should be familiar with the function and operation of available equipment. The equipment should be in good condition and checked regularly. The highest trained member of the staff should determine in advance the type and manner in which any equipment is at or to be delivered to the site. During practices, off-campus teams should rely on emergency medical services for all equipment.

The following is a list of important available equipment and their location:

1. BACKBOARD --- back boarding is the responsibility of the EMT, Physician, and ATC. Backboards are available on ambulances.
2. SPLINTS --- Available in athletic training rooms or on site with AT. Splints will be handled by ATs, student athletic trainers, or physicians.
3. AUTOMATED EXTERNAL DEFIBRILLATORS (AED)- Located at:
 - a. field house hallway
 - b. gym foyer
 - c. main building front hallway (A Hall)
 - d. nurses office
 - e. Upstairs (D Hall)
 - f. Band Hall

During outdoor competitions, the fieldhouse AED travels with the AT

ATs, Physicians, and coaches will administer AED if needed. Per UIL, all extra-curricular sponsors are AED and CPR certified

EMERGENCY ACTION PLAN IN CASE OF LIGHTNING

The following steps are modified from those recommended by the NCAA, NATA, and the National Severe Storms Laboratory (NSSL) in the event of lightning or severe storm warning:

1. A member of the emergency care team (AT, coach, or staff supervisor) is designated to monitor threatening weather conditions and make the decision to remove a team or individuals from an athletic venue or event.
2. Monitoring should include obtaining a weather report prior to a practice or competitive event. Be aware of National Weather Service-issued (NWS) thunderstorm “watches” and “warnings” as well as the signs or thunderstorms developing nearby. “Watch” means conditions are favorable for severe weather to develop in an area; a “warning” means that severe weather has been reported in an area and for everyone to take proper precautions.
3. Be aware of how close lightning is occurring. Count the seconds using the flash-to-bang (flash of lightning-to-thunder) method. Count the seconds and divide by five, which gives you the distance, in miles, that the lightning strike occurred. By the time the flash-to-bang count is 30 seconds, all individuals should have moved to safety. Be alert at the first sign of lightning or thunder and judge the time necessary to evacuate all individuals from the athletic venue. Ideally, 30 minutes should pass following the last flash of lightning or clap of thunder before resuming athletic activity.

EMERGENCY PHONE NUMBERS

Emergency Number: 911

Athletic Trainer

Pete Wimmer

(512) 594-0553

Field House Athletic Training
Room

(512) 484-5339 Cellular

Athletic Trainer

Lauren DelaTorre

(512) 594-0554

Gym Athletic Training Room
(512)574-0029 Cellular

Athletic Director

Johanna Denson

(512) 594-0080 Office

(512) 594-0081 Fax

(512) 733-5443 cellular

PHS Football / Soccer

I. Emergency Personnel

Athletic Trainers are located in the Athletic Training Room which is in the field house on the south end of the stadium. To access athletic training room, go to the south end of the field and exit the southeast

entrance. Enter the fieldhouse, the training room is halfway down the hall on the right. An athletic trainer will be present during all UIL sanctioned practices and games as determined by the director of athletics.

- A. Immediate care of the injured athlete will be done by highest member of the chain of command. Refer to emergency plan overview for listing of chain of command.
- B. Emergency Equipment Retrieval- If second athletic trainer is available he/she will retrieve any emergency equipment deemed necessary. If the second athletic trainer or student athletic trainer is not available, a coach, manager or athlete will be asked to retrieve needed equipment and supplies.
- C. Activation of EMS will be done by the lead member of the coaching staff, preferably the head coach. If the head coach is not present, an assistant will take over.
- D. Directions to the emergency site: Main Game Field/ Stadium. From Pecan(FM1835) street, enter campus at the stoplight in front of the school. Continue to the back of the stadium, going behind the fieldhouse. School personnel will meet the ambulance and guide them on to the track and playing field.**** For non-athletic emergencies (Spectator emergencies in stands etc.) the ambulance may be directed into the stadium by the southwest gate. Crowd control will need to be coordinated if sporting event is taking place****

II. Emergency Communication

- A. Activation of EMS- If no cellular phones are available, phone located in athletic training room or athletic secretary's office.
- B. Contacting EMS- member of the coaching staff will call 911 (see above) and provide necessary information as detailed on EAP overview
 - Have assistant coaches serve as crowd control and keep athletes away from victim.
 - Send assistant coach or team captain to driveway between school and stadium to direct ambulance to entrance.
 - An "emergency accident report" will need to be filled out, so the time of accident, time EMS was activated, and care given to the athlete need to be noted.

III. Emergency Equipment

Emergency equipment is located in the athletic training room/equipment room. In the remote case an athletic trainer is not present, EMS should be activated and coaches should rely on their equipment.

Lightning and Severe Weather

In the case of lightning or severe weather, teams should proceed to mat room/locker rooms for cover.

If lightning begins during an outdoor athletic event, please have announcer (if present), make announcement to clear stands and seek shelter.

Please feel free to contact the athletic trainers on staff if you have any questions regarding your specific emergency action plan (EAP). The EAP should be reviewed yearly with the AT and Athletic Director.

****THE EMERGENCY ACCESS GATE AND STADIUM ACCESS DRIVE SHOULD REMAIN CLEAR FROM OBSTRUCTION DURING ANY ATHLETIC ACTIVITY IN THE STADIUM.**

PHS Golf

I. Emergency Personnel

Athletic Trainers are not present at golf practice and most competitions. The head coach and other staff available should be relied upon during an emergency situation

- A. Immediate care of the injured athlete will be done by highest member of the chain of command. Refer to emergency plan overview for listing of chain of command.
- B. Emergency Equipment Retrieval- No emergency equipment (AED) is available at either golf facility, Blackhawk Golf Club or Star Ranch Golf Course
- C. Activation of EMS will be done by the lead member of the coaching staff, preferably the head coach. If the head coach is not present, an assistant will take over.
- D. Directions to the emergency site:
- E. Blackhawk Golf Club - 2714 Kelly Ln Pflugerville, TX 78660 512-251-9000 - From Austin: Travel north on IH 35 exit Louis Henna Blvd to Toll Rd 45 Take Kelly Ln Exit heading east. Turn left into Blackhawk Golf Club parking lot (Note: do not turn into Fairways of Blackhawk subdivision).
- F. Star Ranch Golf Course – 2500 FM 685 Hutto, TX 78634 512-252-4653 – From Austin: Take IH 35 exit Louis Henna to Toll Rd 45 East, Take 130 North exit to Hutto/685 North, take 685/130 Access Road 1 mile and make a U-turn at flashing light, go 0.5 miles south on FM 685 Star Ranch is on the right.

II. Emergency Communication

- A. Activation of EMS-
 - Blackhawk Golf Club – If no cellular phones are available, phones are located in the clubhouse, restaurant and maintenance shop.
 - Star Ranch Golf Course – If no cellular phones are available, phones are located in the clubhouse.
- B. Contacting EMS- member of the coaching staff will call 911 (see above) and provide necessary information as detailed on EAP overview
 - Have assistant coaches/student-athletes serve as crowd control and keep athletes away from victim.
 - Send assistant coach or team captain to entrance of golf course to flag down and direct ambulance.

-An “emergency accident report” will need to be filled out, so the time of accident, time EMS was activated, and care given to the athlete need to be noted.

III. Emergency Equipment

No emergency equipment (AED) is located at either golf facility. EMS should be activated and coaches should rely on their equipment.

Lightning and Severe Weather

In the case of lightning or severe weather, teams should proceed to the following locations at each golf course.

If lightning begins during an outdoor athletic event, please have announcer (if present), make announcement to clear stands and golf course and seek shelter.

Blackhawk Golf Club – Return to clubhouse, restaurant or maintenance shop.

Star Ranch Golf Course – Return to clubhouse, restrooms on the front or back of golf course.

Please feel free to contact the athletic trainers on staff if you have any questions regarding your specific emergency action plan (EAP). The EAP should be reviewed yearly with the AT and Athletic Director.

PHS Softball / Baseball

I. Emergency Personnel

Athletic Trainer(s) are located in the Gym and/or Field House Athletic Training Rooms.

Field House Athletic Training Room: go in door on the north side of fieldhouse, the athletic training room will be on right side of the hallway halfway down the hall.

Gym Athletic Training Room: enter the gymnasium through doors on the west side of the gym or through the gymnasium foyer on the northeast corner of the gym. Go to the hall on the northeast corner of the gymnasium and proceed down the hall. The training room is halfway down the hall.

An athletic trainer will be present during all UIL sanctioned practices and games as determined by the director of athletics.

- A. Immediate care of the injured athlete will be done by highest member of the chain of command. Refer to emergency plan overview for listing of chain of command.
- B. Emergency Equipment Retrieval- If second athletic trainer is available he/she will retrieve any emergency equipment deemed necessary. If the second athletic trainer or student athletic trainer is not available, a coach, manager or athlete will be asked to retrieve needed equipment and supplies.

- C. Activation of EMS will be done by the lead member of the coaching staff, preferably the head coach. If the head coach is not present, an assistant will take over.
- D. Directions to the emergency site: from Pecan Street, enter campus at the stoplight in front of the school or the next entrance to the west.
 - a. The baseball field is located on the west side of the football stadium, across from the administration building and the tennis courts.
 - b. The softball field is located on the south side of the school with access to it from the light at the front of the school and traveling behind the school building or from Pecan Street, turning south on 12th street, going 1 block to "Pfluger Street W". The softball field is at that corner.

II. Emergency Communication

- A. Activation of EMS- If no cellular phones are available, phone located in athletic training room or athletic secretary's office.
- B. Contacting EMS- member of the coaching staff will call 911 (see above) and provide necessary information as detailed on EAP overview
 - Have assistant coaches serve as crowd control and keep athletes away from victim.
 - Send assistant coach or team captain to area in front of the baseball field or to the road in front of the softball field to flag down ambulance.
 - An "emergency accident report" will need to be filled out, so the time of accident, time EMS was activated, and care given to the athlete need to be noted.

III. Emergency Equipment

Emergency equipment is located in the athletic training room/equipment room. In the remote case an athletic trainer is not present, EMS should be activated and coaches should rely on their equipment.

Lightning and Severe Weather

In the case of lightning or severe weather, teams should proceed to Field House mat room for cover.

If lightning begins during an outdoor athletic event, please have announcer (if present), make announcement to clear stands and seek shelter.

Please feel free to contact the athletic trainers on staff if you have any questions regarding your specific emergency action plan (EAP). The EAP should be reviewed yearly with the AT and Athletic Director.

****THE EMERGENCY ACCESS GATE SHOULD REMAIN CLEAR FROM OBSTRUCTION DURING ANY ATHLETIC ACTIVITY ON THE FIELD.**

PHS Volleyball, Basketball, Wrestling

I. Emergency Personnel

Athletic Trainer is located in gym athletic training room in the hall between the boys and girls coaches offices. Athletic Trainer(s) will be on campus for all UIL sanctioned practices and games as determined by the director of athletics.

- A. Immediate care of the injured athlete will be done by highest member of the chain of command. Refer to emergency plan overview for listing of chain of command.
- B. Emergency Equipment Retrieval- If second athletic trainer is available he/she will retrieve any emergency equipment deemed necessary. If the second athletic trainer or student athletic trainer is not available, a coach, manager or athlete will be asked to retrieve needed equipment and supplies.
- C. Activation of EMS will be done by the lead member of the coaching staff, preferably the head coach. If head coach is not present, an asst. coach calls.
- D. Directions for EMS to the emergency site: Enter campus at the light, the gymnasium is directly in front of you. A staff member will flag the ambulance down.

II. Emergency Communication

- A. Activation of EMS- If no cellular phones are available, phone located in Girls' coaches office.
- B. Contacting EMS- member of the coaching staff will call 911 and provide necessary information as detailed on EAP overview
 - Have assistant coaches serve as crowd control and keep athletes away from victim
 - Send assistant coach or team captain to front of gymnasium facing Pecan Street to flag down ambulance.
 - An "emergency accident form" will need to be completed, so the time of the accident, the time 911 was dialed, and the care given to the athlete will need to be noted.

III. Emergency Equipment

Emergency equipment is located in the both gym and field house athletic training rooms. In the remote case an athletic trainer is not present, EMS should be activated and coaches should rely on their equipment.

Lightning and Severe Weather

In the case of lightning or severe weather, no action is needed as the gymnasium provides excellent storm shelter.

Please feel free to contact the athletic trainers on staff if you have any questions regarding your specific emergency action plan (EAP). The EAP should be reviewed yearly with the AT and Athletic Director.

PHS Tennis

I. Emergency Personnel

Athletic Trainer(s) are located in the Gym and/or Field House Athletic Training Rooms.

To access Field House Athletic Training Room: go in door on the north side of fieldhouse, the athletic training room will be on right side of the hallway halfway down the hall.

To access Gym Athletic Training Room: enter the gymnasium through doors on the west side of the gym or through the gymnasium foyer on the northeast corner of the gym. Go to the hall on the northeast corner of the gymnasium and proceed down the hall. The training room is halfway down the hall.

An athletic trainer will be present during all UIL sanctioned practices and games as determined by the director of athletics.

- A. Immediate care of the injured athlete will be done by highest member of the chain of command. Refer to emergency plan overview for listing of chain of command.
- B. Emergency Equipment Retrieval- If second athletic trainer is available he/she will retrieve any emergency equipment deemed necessary. If the second athletic trainer or student athletic trainer is not available, a coach, manager or athlete will be asked to retrieve needed equipment and supplies.
- C. Activation of EMS will be done by the lead member of the coaching staff, preferably the head coach. If the head coach is not present, an assistant will take over.
- D. Directions to the emergency site: from Pecan Street, take the entrance nearest the administration building, or turn in the light at the front of the school. The tennis courts are on the west side of the football stadium and west of the baseball field. A staff member will flag down the ambulance and direct to tennis courts and through the emergency access gate(s) if necessary.

II. Emergency Communication

- A. Activation of EMS- If no cellular phones are available, phone located in athletic training room or athletic secretary's office.
- B. Contacting EMS- member of the coaching staff will call 911 (see above) and provide necessary information as detailed on EAP overview
 - Have assistant coaches serve as crowd control and keep athletes away from victim.
 - Send assistant coach or team captain to North Lamar and Connally entrance nearest stadium to flag down ambulance.

III. Emergency Equipment

Emergency equipment is located in the athletic training room. In the remote case an athletic trainer is not present, EMS should be activated and coaches should rely on their equipment.

Lightning and Extreme Weather

In the case of lightning or extreme weather, teams should proceed to locker rooms, gymnasium or field house mat room for cover.

If lightning begins during an outdoor athletic event, please have announcer (if present), make announcement to clear stands and seek shelter.

Please feel free to contact the athletic trainers (ATC) on staff if you have any questions regarding your specific emergency action plan (EAP).

****THE EMERGENCY ACCESS GATE SHOULD REMAIN UNLOCKED AND OPEN DURING ANY ATHLETIC ACTIVITY ON THE COURTS.**

Pflugerville ISD Athletics Lightning Safety Policy

Objective

The lightning safety policy was developed to institute safeguards against the hazards for potential lightning risks for outdoors-athletic practices and events.

Introduction

Lightning may be the most frequently encountered severe storm hazard endangering physically active people each year. Millions of lightning flashes strike the ground annually in the United States, causing nearly 100 deaths and 400 injuries. Three quarters of all lightning casualties occur between May and September, and nearly four fifths occur between 10:00 am and 7:00 pm, which coincides with the hours for most athletic events.

Definitions

Flash-to-Bang: To use the flash-to-bang method, begin counting when sighting a lightning flash. Counting is stopped when the associated bang (thunder) is heard. Divide this count by five to determine the distance to the lightning flash (in miles). For example, a flash-to-bang count of thirty

seconds equates to a distance of six miles. Lightning has struck from as far away as 10 miles from the storm center.

Safe Shelter: A safe location is any substantial, frequently inhabited building. The building should have four solid walls (not a dug out), electrical and telephone wiring, as well as plumbing, all of which aid in grounding a structure.

The secondary choice for a safer location from the lightning hazard is a fully enclosed vehicle with a metal roof and the windows completely closed. It is important to not touch any part of the metal framework of the vehicle while inside it during ongoing thunderstorms.

It is not safe to shower, bathe or talk on landline phones while inside of a safe shelter during thunderstorms (cell phones are ok).

Practice Policy

- The Licensed Athletic Trainer using the Thunderbolt or SkyScan unit will monitor conditions. Evacuation will occur when lightning is within 3-8 miles. If no trainer is present or a lightning detector is not available, use a Flash-to-Bang count of 40.
- The decision to remove a team from the practice field is determined by the Licensed Athletic Trainer, or head coach of the respected sport. It is their responsibility to determine and provide a safe environment at all times for all participants at the practice.
- Coaches should check with the Licensed Athletic Trainer when weather conditions are in question. If the weather conditions are dangerous, the Licensed Athletic
- Trainer will notify the head coaches and the front office to report that everyone (PE and JROTC classes) must stay indoors until further notice from the Licensed Athletic Trainer.
- Emergency evacuation procedures for the following sports are as follows:
 - Football/Track and Field – athletes will be evacuated to the fieldhouse or gym.
 - Baseball/Softball – athletes will be evacuated to the nearest gym or concession building.
 - Tennis – athletes will be evacuated to the tennis concession stand building or gym.
 - Golf – athletes will be evacuated to the clubhouse.
 - Soccer – athletes will be evacuated to the fieldhouse or gym.
 - Cross Country – athletes will be evacuated to the nearest gym.
 - Middle Schools – athletes will be evacuated to the closest area either the gym or fieldhouse complex.
- Avoid being the highest point in an open field, in contact with, or proximity to the highest point, as well as being on the open water. Do not take shelter under or near trees, flagpoles, or light poles.

Competition Policy

- Weather conditions will be monitored with the, Flash-to- Bang method, or radar.
- Avoid being the highest point in an open field, in contact with, or proximity to the highest point, as well as being on the open water. Do not take shelter under or near trees, flagpoles, or light poles.
- The responsibility to remove a team from a game situation are as follows: The Game Supervisor and School Administrator, with input from the trainers, officials, and head coaches, will jointly make the final decision to postpone or cancel a game. See listed chart:

Resuming and Cancellation of Practice and Competition

Once activities have been suspended, wait at least thirty minutes following the last sound of thunder or lightning flash prior to resuming an activity or returning outdoors.

First Aid

People who have been struck by lightning do not carry an electrical charge. Therefore, CPR is safe for the responder. Call 911 and consider your own personal safety before venturing into a dangerous situation.

Assume that lightning safe position (crouched on the ground weight on the balls of the feet, feet together, head lowered, and ears covered) for individuals who feel their hair stand on end, skin tingle, or hear “crackling” noises. Do not lie flat on the ground.

Observe the following basic first aid procedures in managing victims of a lightning strike:

- Activate local EMS.
- Lightning victims do not “carry a charge” and are safe to touch.
- If necessary, move the victim with care to a safer location.
- Evaluate airway, breathing and circulation and begin CPR if necessary.
- Obtain and apply AED if necessary
- Evaluate and treat for hypothermia, shock, fractures and/or burns.

Public Address Announcement - Lightning

This announcement will be issued to the official announcer by the Athletic Director/Event Administrator for every athletic event at Pflugerville ISD. The following will be announced if a suspension occurs because of a threat of lightning:

“Hazardous lightning has been monitored in the immediate area and this sporting event has been temporarily suspended. All team members have been advised to seek shelter in a safe location. This suspension will last a minimum of 30minutes.

All spectators are advised to leave the stadium bleachers. Stadium seating is an unsafe location during this time.

It is recommended that you seek shelter in your vehicle or in the school. Event staff will assist those wishing to seek shelter in the school.

Again, please seek safe shelter NOW, this delay will be at least 30 minutes.”

Note: This policy is designed for the Pflugerville ISD Athletic programs and is applicable to all other programs that may require students and staff to be outside when adverse weather is possible (e.g., agriculture, JROTC, drill team and physical education classes). This policy shall be used on local campuses, with local campus designated Chain of Command, prior to campus games and practices.

Connally HS Stadium – Bus Evacuation Routes

CHS Bus Evacuation Route Map



Hendrickson HS Stadium – Bus Evacuation Routes

HHS Bus Evacuation Route



Pflugerville HS Stadium - Bus Evacuation Routes

PHS Bus Evacuation Route

