

# Alton Athletics' Emergency Action Plan

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

## General Plan Information

+When activating 911 it is always better to do so from a land line phone if possible

+If SRO is at the event have them radio for assistance

+If Athletic Trainer is present let them handle the injury and take the lead

+This is a plan of what to do in case of emergency and as always plans may need to be adjusted at the situation dictates.

## Staff Duties:

### Primary Responder:

1. Takes charge of emergency and is chief communicator, checks ABC's and life threatening conditions
2. Sends someone to activate EMS via 911 or SRO if present
3. Sends someone to get AED
4. Sends someone to wait at entrance for EMS
5. Sends someone to get Athletic Trainer if one is not present
6. Provide CPR/first aid if necessary, take vitals if injured individual is stable
7. Communicate information to EMS when they arrive.

### Secondary Responders:

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

### Additional Responders:

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

**Venues at AHS:  
4200 Humbert RD  
Alton, IL 62002**

### **Alton High Gymnasium**

**AED Location: In hallway by locker room just outside gym**

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

### **Wrestling Room:**

**AED Location: Coaches office in wrestling room (Winter Season) or in the hallway by gym**

1. EMS personnel should be directed to the rear of the building and enter through the garage door style entrance directly into the wrestling room. They should be met there by AHS staff, directed where to go and any information on situation.
2. Additional staff will need to help secure the scene in the wrestling room.

### **Weight Room and Multi-purpose Rooms**

**AED Locations: Coaches office in weight room (Winter Season), hallway by gym**

1. EMS personnel should be directed to the side weight room door, or the garage door to the multi-purpose room on the North end of AHS. They should be met there by an AHS staff member and directed to the scene.
2. Additional staff should work to secure the scene in either room.

### **AHS Tennis Courts/Upper Football Practice Field**

**AED Locations: Tennis Shed, Coach carried**

1. EMS personnel should be directed to the service road entrance off the north parking lot down from the red barn. AHS staff needs to ensure the gate to the road is unlocked. EMS should be met there by AHS staff and directed that they can drive down to court side as well as informed about the situation.
2. Additional staff should secure the scene and if it is tennis make sure the gates to the courts are open for easy access.

### **AHS Softball Fields/Lower Football Practice Field**

**AED Location: Concession Stand, Coach Carried, Varsity Softball Dugout (Spring Only)**

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

## **AHS Upper Athletic Facility/Track/Baseball**

### **AED Location: Concession Stand, Baseball Dugout (Spring Only)**

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

## **Venues off AHS campus**

### **West Elementary School:**

**1513 State St.**

**Alton, IL 62002**

### **Public School Stadium/Jim Wigger Track**

#### **AED Locations: coach carried**

#### **Field Level**

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

#### **Stadium Concourse/Locker Room Level**

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

## **West Gymnasium**

### **AED Location: Coach Carried/Place in official's locker room during basketball season.**

1. EMS personnel should be directed to front drive and instructed to enter the gym through doors at top of stairs on front side near gymnasium entrance.
2. Additional AHS staff should work to maintain a clear path up and down steps and ensure necessary doors are open an traffic is clear from student pick up area.

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

**East Gymnasium & Practice Fields:**

**AED Location: Main lobby of school**

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

**Bowl Haven:**  
**3003 Washington Ave.**  
**Alton, IL 62002**

**AED Location: Coach carried**

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

**Spencer T. Olin Golf Course**  
**4701 College Ave.**  
**Alton, IL 62002**

**AED Location: Coach carried**

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

**Rolling Hills Golf Course**  
**5801 Pierce Ln**  
**Godfrey, IL 62035**

**AED Location: Clubhouse**

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

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

**AED Location: Coach carried**

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

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

### **Lloyd Hopkins Field**

#### **AED Location: Coach Carried**

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

### **Soccer at GMP**

#### **AED Location: Coach Carried**

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

### **Cross Country at GMP**

#### **AED Location: Coach Carried**

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

### **Horace Mann School**

**2708 Edwards St.**  
**Alton, IL 62002**

#### **Cheer Practice Facility**

#### **AED Location: Coach Carried**

1. EMS personnel should be instructed where to enter the building.
2. Additional staff should make sure access to the scene is clear and the scene is safe.