

Hanover High School
Athletics Program
Emergency Action Plan

Hanover High School Athletic Department

41 Lebanon St

Hanover, NH 03755

603-643-0655

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Overview

An Emergency Action Plan (EAP) is an organizational structure for response to major emergencies. It assigns roles and responsibilities for the implementation of the EAP.

Emergency events do not always require the same level of response and are dictated by the severity of the event and its effect on the health and safety of athletes, official school personnel working the event (athletic trainer, athletic director, game manager, etc) and associated members of the team (coaches, managers, scorekeepers, etc). Events will be evaluated by the Athletic Trainer when present on site.

A copy of this Emergency Action Plan will be kept in the Athletic Training Room and Athletic Directors Office.

Components of Emergency Action Plan

1. Emergency Personnel
2. Role of first responder: athletic trainer (ATC), coaches, administrators,
3. Emergency communications
4. Emergency equipment
5. Venue location and EMS transportation route

Response Personnel

The Athletic Trainer or assigned medical coverage per the approved list per the New Hampshire Interscholastic Athletic Association (NHIAA) are typically first to respond to an incident. They will assess the severity and level of the emergency and communicate immediately with the appropriate parties (athletic director, coach, game manager, parents, etc.)

Athletic Trainers: per the Board of Certification for the Athletic Trainer (BOC), are required to maintain current BLS CPR/AED training on a 2 year cycle in order to keep BOC certification in good standing. Current New Hampshire State Licensure and BOC Certification in good standing.

Coaches: per the NHIAA, a coach must have the following:

- Certified in First Aid
- Current certification in CPR/AED
- Completed a Coaching Principles Course approved by the Coaches Education Committee. (Approved list is located on the NHIAA website)
- Completed the National Federation of State High School Federations (NFHS) Concussion Course (free of charge). This course MUST be taken prior to any coaching and a new certificate on file at the start of every even numbered school year
- Complete the NFHS Heat Illness Course (free of charge). This course MUST be taken prior to any coaching, and is a one and done course

- All first year head varsity coaches must attend a rules review within one year of hire. All head varsity coaches in their second year or beyond are required to complete a yearly on-line rules update or attend a rules review in person. If the coach has not met these requirements, they must be in the presence of a coach who has completed these courses.

When an athletic trainer is not present, a member of the coaching staff*, game manager*, or assigned licensed medical personnel will assume the role of First Responder in the event of an emergency.

(*must be certified in both CPR/AED & First Aid)

Role of the First Responder:

- 1) Survey scene/area for safety
- 2) Immediate assessment and care of injured/ill student-athlete:
 - ☐ If present, the certified athletic trainer will activate EAP.
 - ☐ When an athletic trainer is not present, a member of the coaching staff or administrator is responsible for activating the EAP.
 - ☐ Do not move or transport the person unless it is essential to maintain airway, breathing, and circulation. Keep the patient warm, comfortable and as calm as possible.
- 3) Activation of EMS, in the following order:

Call 911: Be prepared to provide the following information to the operator:

 - i. Your name and phone # calling from.
 - ii. Specific location/address (venue specific & directions)
 - iii. Condition of injured individual: age, consciousness, breathing, types of injuries, body part injured.
 - iv. First aid/treatment being provided.
 - v. Answer any questions the operator asks you, and stay on the line until the operator has hung up.
- 4) Retrieval of emergency equipment (AED, masks, splint kit, biohazard bag, etc.)
- 5) Direction of EMS Personnel to scene:
 - i. Unlock and open appropriate gates/doors.
 - ii. Designate responsible individuals to “flag down” EMS and direct to scene.
 - iii. Scene control: limit to responsible personnel and move bystanders from the area.

Keep in mind that activation of EMS and retrieval of emergency equipment should take place simultaneously if at all possible.

Considerations for Hanover High School Staff, Athletes, and other personnel:

- Remain calm and consider personal and staff/athlete’s safety first.
- Work with Emergency Services personnel to create seamless transfer of care.

- Be prepared to follow directions or instructions related to emergency medical response.

All injuries or incidents must be reported to the Athletic Trainer or Athletic Director within 24 hours of the incident if they are not present.

Emergency Equipment

It is the responsibility of the emergency response team for each venue to assure that all necessary emergency equipment is at the site and quickly accessible. An AED should be available on site or within three minutes of retrieval with one minute being ideal. Emergency equipment should be checked regularly and use should be rehearsed by emergency personnel.

Automated External Defibrillator (AED) Policy

Authorized AED users:

- Employees including: administrators, faculty/staff, nurses, athletic trainers, coaches, and office staff that have CPR/AED certification.
- A list of certified individuals is available in the athletic training room, nurses office, or athletic department office.

Equipment:

The Automated External Defibrillators provided at the school for use are Lifeline AED from Defibtech.

- The AED will be brought to all medical emergencies.
- The AED should be used on any person who displays ALL the symptoms of cardiac arrest.
 - Victim is unconscious and unresponsive
 - Victim shows no sign of life

Maintenance

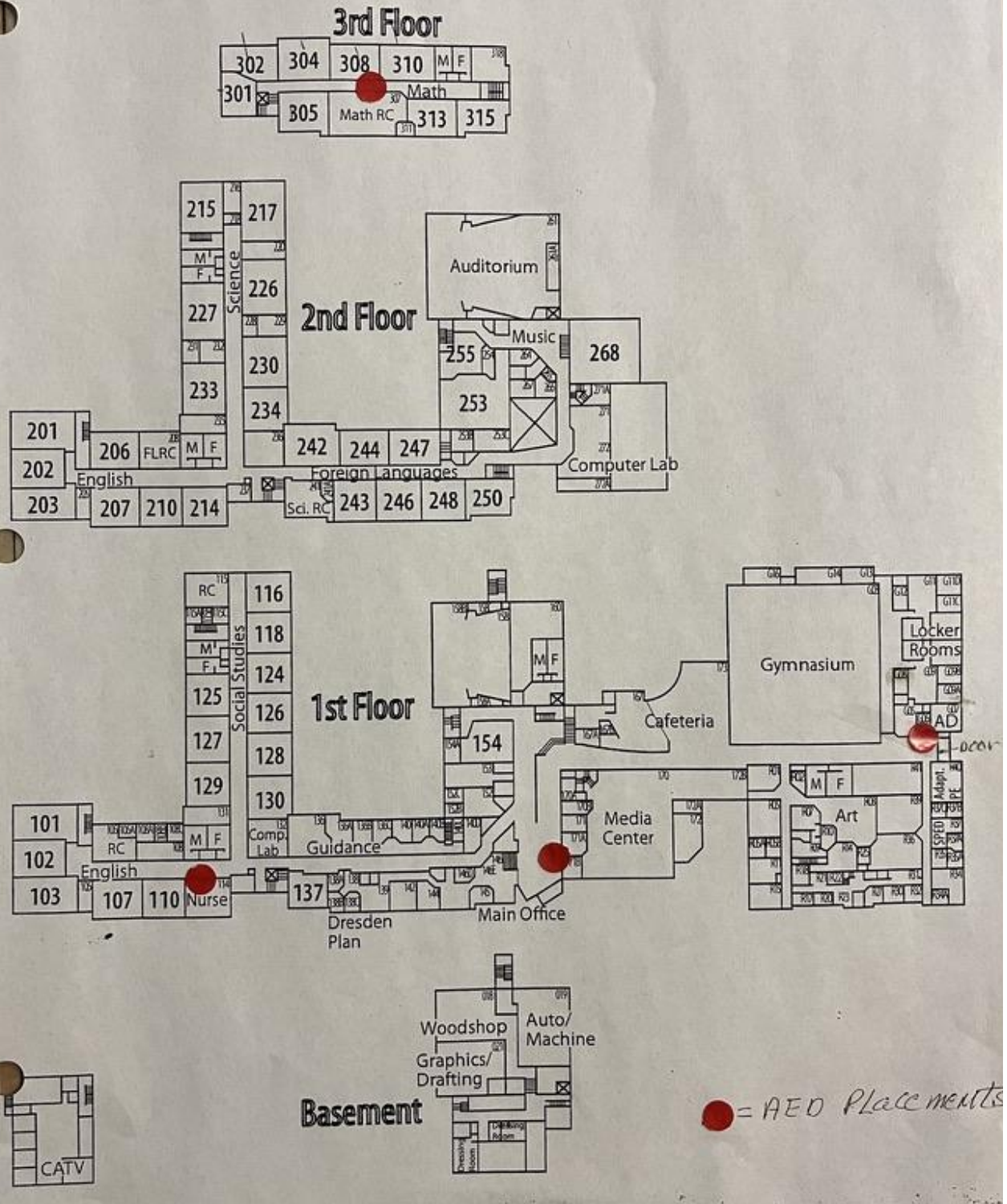
All AEDs are checked monthly by the nursing staff and serviced immediately if needed. If applicable, a replacement AED is put in place to maintain full coverage and consistency for Emergency Action Plans activation. Documentation for AED maintenance is kept in the nursing office as well as with the AED itself.

Locations of AEDs:

Hanover High School

Athletic Training Room [4 units]
 Nurses Office [on wall]
 Athletic Department Office G07 [on wall]
 Main Office/Atrium [on wall]
 3rd Floor Rm 308 [on wall]

Hanover High School Floor Plan



Other Medical Emergency Equipment

1. Rescue Inhaler
 - a. Coaches are responsible for each student who has an inhaler and is responsible for ensuring the athlete brings the inhaler with them to all practices/games.
 - b. Inhaler must be left with a coach (labeled with name) during practices and games (not left in a personal bag).
 - c. Athletic trainers may be given a backup inhaler by the parent or child to keep as a backup in the med kit.
2. EpiPen
 - a. Coaches are responsible for each student who has an epi pen and are responsible for ensuring the athlete brings the EpiPen with them to all practices/games.
 - b. EpiPen must be left with a coach (labeled with name) during practices and games (not left in a personal bag).
 - c. Athletic trainers may be given a backup EpiPen by the parent or child to keep as a backup in the med kit.
3. Splints
 - a. With the athletic trainer during events or stored in the athletic training room (ATR).
4. Spine boards/cervical collar
 - a. Will be provided by EMS upon arrival.
5. Biohazard Materials
 - a. Red bags - in each med kit and in ATR.
 - b. Disposal Bin - in ATR and Nurses office.

Procedure in the event of an exertional heat stroke (EHS)

- A. Recognition
 - a. Any athlete with signs of central nervous system (CNS) dysfunction during exercise in the heat should be suspected to be suffering from EHS until a rectal temperature confirms or refutes this diagnosis.
 - i. If collapse occurs and consciousness is compromised, sudden cardiac arrest should be ruled out (check pulse, breathing, circulation) prior to continuing with EHS care.
 - b. Patients with suspected EHS will have a temperature obtained via rectal thermometer by a qualified health professional (QHP).

- c. Rectal thermometers may include a traditional thermometer (e.g. small, discrete), electronic thermometers with rigid end (e.g. handheld digital thermometer) or a thermistor (e.g. long, flexible thermistor)
 - i. It is important to reiterate that during and following intense exercise in the heat, temporal, oral, skin, axillary, and tympanic temperature are **NOT** valid and should **NEVER** be utilized in evaluating a potential exertional heat stroke.
- d. If a QHP is not available/present, cooling will begin immediately and EMS will be called.
- e. Steps to obtain a rectal temperature:
 - i. Remove the athlete from the playing field, to a shaded area.
 - ii. Drape the patient accordingly (with towels and sheets) for privacy.
 - It is advised the QHP ask a coach or other adult to witness the temperature measurement.
 - iii. Position the patient on their side with their top knee and hip flexed.
 - iv. Make sure the thermometer is cleaned with isopropyl alcohol.
 - v. Make sure the probe is plugged into the thermometer (when applicable.)
 - vi. Turn the thermometer on.
 - vii. Insert the probe 10-15cm past the anal sphincter.
 - viii. If you meet resistance while inserting, stop and remove the probe and then try again.
 - ix. Replace the patient's clothing.
 - x. Temperature duration:
 - For use of a traditional thermometer or a hand-held digital thermometer, insert the probe for initial temperature. If temperature is at or above 104°F, initiate the cooling protocol. See directions for continued monitoring in cooling protocol.
 - For use of a flexible thermistor, leave the probe in for the duration of the treatment.
 - xi. After the treatment has ended, remove the probe gently.

Cooling

1. If rectal temperature is between 102-104°F, initiate cooling via rotating cold wet towels.
2. If rectal temperature is at or above 104°F, initiate the exertional heat stroke treatment protocol and contact EMS services immediately.
3. The patient must be moved to a cooling zone, begin appropriate treatment and continuously monitor the patient.

- a. For use of a traditional thermometer or hand-held digital thermometer (any thermometer with a rigid end), obtain initial temperature, remove device, and calculate cooling rate (approximately 1°F every 3-5 minutes when using cold water immersion). When the QHP believes the temperature is within a safe range, remove the patient from the tub, and re-insert the probe to confirm the temperature. If temperature is not within safe range, cooling will continue. Repeat this procedure until temperature is confirmed to be within a safe range.
 - b. For use of a flexible thermistor, keep the probe in for the duration of treatment.
4. Excess clothing shall be removed to aid cooling.
 - a. If removal of clothing and/or equipment would cause delays of 5+ minutes, do not remove and initiate cooling.
5. Place patient in a cold-water (35-39°F) tub up to neck.
 - a. Wrap a towel across the chest and beneath both arms to prevent the athlete from sliding into the tub.
 - b. Ice shall cover the surface of the water at all times.
 - c. Water shall be continuously and vigorously stirred to maximize cooling.
 - d. An ice-cold towel will be placed over the head/neck and rewet and replaced every 2 minutes.
 - e. Cooling shall cease when body temperature reaches 102°F.
6. Cold Water Immersion (CWI) Tub
 - a. Must be set up:
 - i. On days in which wet bulb globe temperature (WBGT) >86°F
 - ii. Outside the athletics hallway, next to the greenhouse and outdoor hose/spicket.
 - b. Proper set-up includes:
 - i. A tub filled with water.
 - ii. Two chests filled with ice next to the tub ready for treatment.
 - iii. Available bed sheet or large towels.
 - iv. Towels for placement over neck and head.
 - v. Completion of set-up within 5-10 minutes prior to practice/competition/event site.
7. Cool first, Transport second.
 - a. When a patient is diagnosed with EHS, the principle of Cool First, Transport Second will be used.
 - i. Note: EMS should not transport the patient until they reach 102°F due to inability to continue vigorous cooling in the ambulance.

- The QHP will monitor vital signs including core body temperature (rectal), heart rate, blood pressure, and other vital signs.
- Vital signs will be written down on paper or transcribed into a phone when checked every 5 minutes until EMS arrives.

EMS

- EMS must be called immediately if a patient is suspected of EHS.
- However, any patient with EHS must be cooled first and then transported via EMS → Cool First, Transport Second EAP protocol will be communicated/shared with EMS annually prior to the first official start of Hanover High School athletic practices.

Medical Emergency Transportation

Any emergency situation where there is loss of consciousness (LOC), or impairment in airway, breathing, or circulation (ABCs) or there is a neurovascular compromise should be considered a “load and go” situation and emphasis is placed on rapid evaluation, treatment, and proper transportation. Any emergency personnel who experiences doubt in their mind regarding the severity of the situation should consider a “load and go” situation and transport the individual.

Post EAP Activation Procedures

Documentation

Documentation must be done by ATC (or other provider) and coach immediately following activation of the EAP. Both an injury report and accident report form must be filled out.

Debriefing

A team composed of the ATC, AD, coaches, nurse, and one or two other school district employees not involved with the citation must discuss the event within 48 hours. This team must evaluate the effectiveness of the EAP and conduct a staff debriefing. A specific timeline for changes to EAP should be made for promptness.

Conclusion

The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. An athlete’s survival may hinge on the training and preparation of healthcare providers. It is prudent to invest athletic department “ownership” in the emergency action plan by involving the athletic administration and sport coaches as well as sports medicine personnel. The EAP should **be reviewed at least once a year** with all athletic personnel and local emergency response teams. Through development and

implementation of the emergency plan, Hanover High School helps ensure that the athlete will have the best care provided when an emergency situation does arise.

Staff Education

1. Each season, every coach will receive a copy of the Emergency Action Plan.
 - a. Each coach will provide their signature to confirm they have read the documents and ask any potential questions.
2. A copy of the relevant venue(s) EAP will be in each medical kit which is to be kept with the coach at every practice/event.
3. A copy of the EAP will be posted on the wall in the athletic training room.

Chain of Command

The athletic trainer should always act as primary care-giver at the site of the injury or accident (when on-site) and would manage the situation according to the following rank:

1. Athletic Trainer - Cassie Lapple
2. Athletic Director - Megan Sobel
3. Assistant Athletic Director - Ben Davis
4. Head Coach
5. Assistant Coach

In the event the athletic trainer or person highest in the chain of command is not on-site the next person in the list will become the primary contact and care-giver for the injury or accident.

Emergency Phone Numbers

Off Campus Contacts	Phone Number
Emergency	911
Police Department	603-643-2222
Ambulance & Fire	603-643-3424
Dartmouth Hitchcock Medical Center 1 Medical Center Dr, Lebanon, NH 03766	603-650-5000
Alice Day Peck Memorial Hospital 10 Alice Day Peck Dr, Lebanon, NH 03766	603-448-3121
Poison Control (Regional Center, Boston, MA)	800-222-1222

On Campus Offices	Phone Number
Athletic Training Room	603-643-3431 Ext. 2441
Athletic Director	603-643-3431 Ext. 2443
Athletic Department Office	603-643-0655
Main Office	603-643-3431
Nurses Office	603-643-3431 Ext. 2418
School Counselor Office	603-643-3431 Ext. 2132

General Plan of Action

1. Most medically qualified person will lead.
2. Check the scene - is it safe to help?
3. Is the athlete breathing? Conscious? Pulse?
 - a. If NO, instruct a person to call 911 - LOOK PERSON DIRECTLY IN EYES, use their name, and make sure they call!
 - b. Check card for 911 call instructions for your location.
4. Perform emergency CPR/First Aid.
 - a. If severe bleeding - instruct an individual to assist with bleeding control.
5. Instruct coach or bystander to get AED
6. Instruct coach or bystander to control crowd
7. Contact the Athletic Trainer of Hanover High School if they are present at the school but not at the scene.
8. Contact parents.
9. Contact Athletic Director
10. Contact Principal/Assistant Principal
11. Instruct individual to meet ambulance to direct to appropriate site
12. Assist with care as necessary
13. Assistant coach or athletic administrator must accompany the athlete to hospital
 - either in the ambulance or follow by car.
14. Document the event.

Rehearsal Strategy

The athletic trainer will be responsible for the EAP annually and rehearsing it prior to each sport season.

Coaches at Hanover High School will be educated on EAP prior to their first season of coaching during each academic year. The meeting will be a requirement for all coaches, of all levels, of each sport.

The athletic director will also be responsible for a copy of the EAP and attend the coaches meeting.

The meeting will be directed by the athletic trainer and will include a powerpoint presentation and/or informational handout for recent updates along with a hands-on portion. The hands-on portion will run through different scenarios to ensure coaches understand the EAP and feel comfortable with their roles. All coaches will be provided the opportunity to ask any questions and the athletic trainer will be responsible for ensuring proper and adequate answers to all questions.

All coaches must sign in to prove their attendance and documentation will be stored with the athletic trainer.

Approval and Verification Page

This document has been read and revised by the Hanover High School athletic trainer and athletic director.

Athletic Trainer: _____ Date: _____

Athletic Director: _____ Date: _____

This document was last updated August 5, 2022

Sample: Coaches EAP Contract

I _____ have read and understand the Emergency Action Plan for Hanover High School athletics. I understand my roles and responsibilities should an emergency occur in my presence. I have also rehearsed this Emergency Action Plan and understand my role in an emergency situation with an athletic trainer present and without. I have been given the opportunity to ask all questions and have received the proper answers to my questions.

I also understand that I must keep my CPR/AED and First Aid Certification up to date and that it is my responsibility to ensure a lapse does not occur. I am also aware that I must be trained in concussion management and it's my responsibility to ensure a lapse does not occur.

Coaches Name (print) _____ Sport _____

Signature _____ Date _____



Hanover High School
Sports Medicine

Emergency Action Plan
MERRIMAN-BRANCH TURF FIELD

In the event of an EMERGENCY:

- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

1. Instruct coach or bystander to **call 911**

- Location: **41 Lebanon Street**, Hanover NH 03755
 - Field access: Approach from Lebanon Street; follow road behind high school and take paved ramp down to field. Gate will be open.
- GPS Coordinates: 43.6973, -72.2839
- Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.

2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
 - Send a coach or bystander to **get AED**.
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
 - Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan **TRACK / TRACK GRASS FIELD**

In the event of an EMERGENCY:

- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

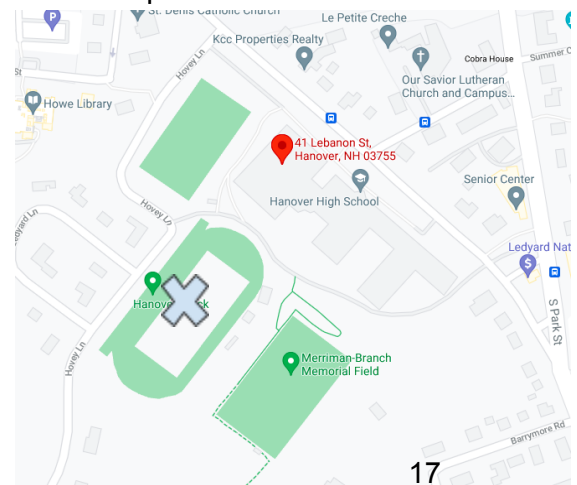
Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

1. Instruct coach or bystander to **call 911**

- Location: **41 Lebanon Street**, Hanover NH 03755
 - Field access: Approach from Hovey Lane; Gate to the side of the track and onto the track will both be opened.
- GPS Coordinates: 43.6979, -72.2851
- Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.

2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
 - Send a coach or bystander to **get AED**.
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
 - Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan
GRASS FIELD

In the event of an EMERGENCY:

- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

1. Instruct coach or bystander to **call 911**

- Location: **41 Lebanon Street**, Hanover NH 03755
 - Field access: Approach from Hovey Lane and enter the SAU parking lot Northeast of the field. There is a paved path with direct access to the field.
- GPS Coordinates: 43.6994, -72.2849
- Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.

2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
 - Send a coach or bystander to **get AED**.
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
 - Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan **GYMNASIUM**

In the event of an EMERGENCY:

- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

1. Instruct coach or bystander to **call 911**

- Location: **41 Lebanon Street, Hanover, NH 03755**
 - **Building access:** Approach from Lebanon Street to access the parking lot in the back of the school. Use either door across from the track in the back of the building.
- GPS Coordinates: 43.6994, -72.2849 (Grass Field)
- Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.

2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
 - Send a coach or bystander to **get AED.**
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
 - Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan **WEIGHT ROOM**

In the event of an EMERGENCY:

- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

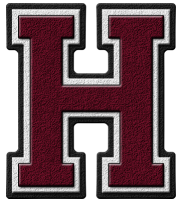
1. Instruct coach or bystander to **call 911**

- Location: **41 Lebanon Street, Hanover, NH 03755**
 - **Building access:** Approach from Hovey Lane and enter the SAU parking lot Northeast of the field. There is a paved path with direct access to the field.
- GPS Coordinates: 43.6994, -72.2849 (Grass Field)
- Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.

2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
 - Send a coach or bystander to **get AED**.
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
 - Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan
DRESDEN ATHLETIC COMPLEX
(Grass, Baseball, and Softball Fields)

In the event of an EMERGENCY:

- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

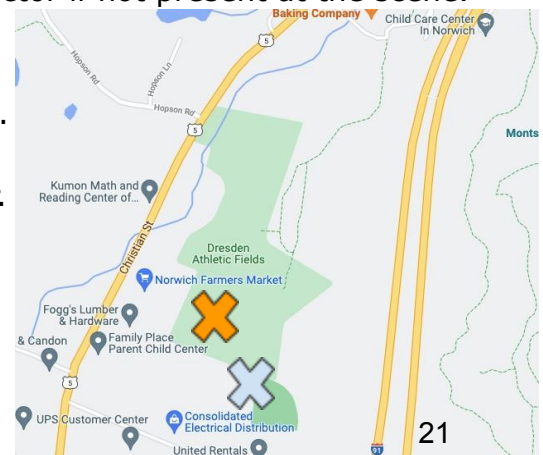
Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

1. Instruct coach or bystander to **call 911**

- Location: **221 Route 5 S, Norwich, VT 05055**
 - Field access: Direct access to fields via road off Rt. 5; additional road can be used to get to the baseball field in the back corner of the complex.
- GPS Coordinates: 43.6981, -72.3145
- Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.

2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
 - Send a coach or bystander to **get AED** - In the storage shed in the first base dugout at the baseball field.
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
 - Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan
STORRS POND RECREATION
(Tennis Courts, Oak Hill Ski Area)

In the event of an EMERGENCY:

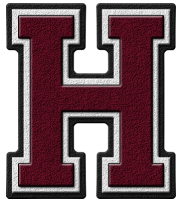
- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

1. Instruct coach or bystander to **call 911**
 - Location: **59 Oak Hill Dr, Hanover, NH 03755**
 - Court/Hill access: When entering Storrs Pond Area there is a welcome booth. Location will either be to the right or stay left down the hill to the courts.
 - GPS Coordinates: 43.7225, -72.2628
 - Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.
2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
 - Send a coach or bystander to **get AED** - Located at the Dartmouth Cross Country Ski Cabin for Oak Hill or in the tennis hut adjacent to the tennis courts.
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
 - Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan **JAMES W. CAMPION III ICE RINK**

In the event of an EMERGENCY:

- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

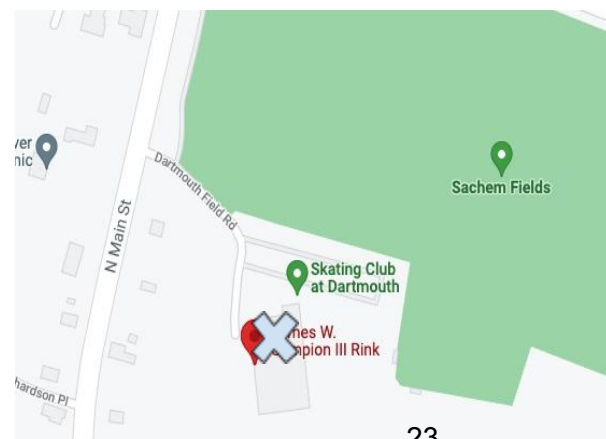
Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

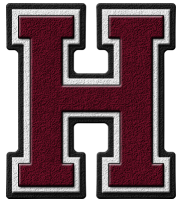
1. Instruct coach or bystander to **call 911**

- Location: **394 N. Main Street, West Lebanon, NH 03784**
Building access: Access through the main entrance through the lobby at the front of the building.
- GPS Coordinates: 43.6830, -72.2926
- Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.

2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
 - Send a coach or bystander to **get AED** - located in the rink main office.
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
 - Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan
FRIENDS OF HANOVER CREW BOATHOUSE

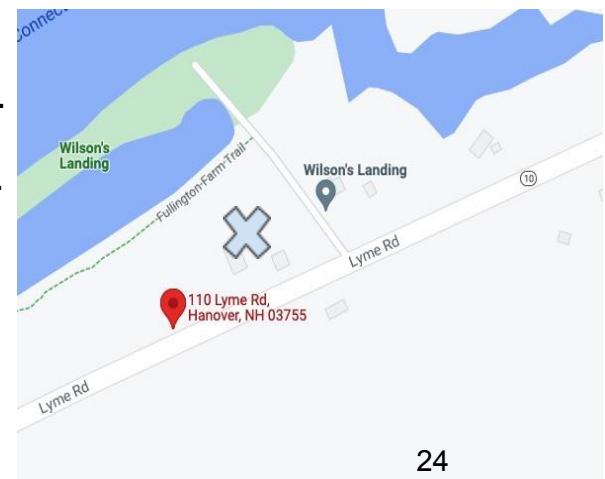
In the event of an EMERGENCY:

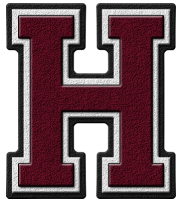
- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

1. Instruct coach or bystander to **call 911**
 - Location: **110 Lyme Rd, Hanover, NH 03755**
 - **Building access:** Boathouse is right off main road. Access to an athlete on a boat may require water extraction before loading
 - GPS Coordinates: 43.7404, -72.2839
 - Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.
2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
 - Send a coach or bystander to **get AED.**
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
 - Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan **BOSS TENNIS CENTER**

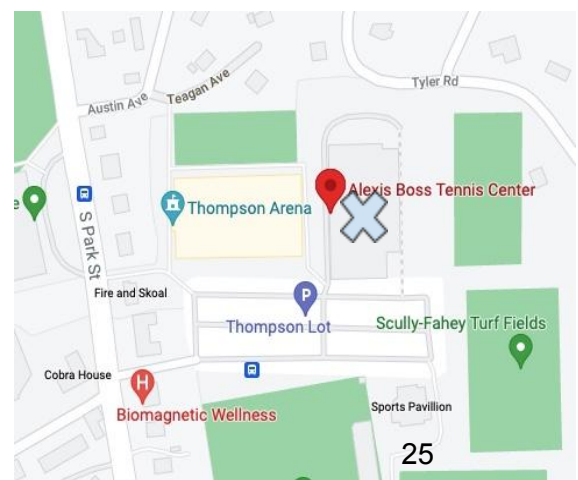
In the event of an EMERGENCY:

- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

1. Instruct coach or bystander to **call 911**
 - Location: **6 Summer Court (off S Park St), Hanover, NH 03755**
 - **Building access:** Enter on Summer Court, building is located in the northeast corner of the parking lot, adjacent to Thompson Arena.
 - GPS Coordinates: 43.7005, -72.2794
 - Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.
2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
 - Send a coach or bystander to **get AED.**
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
 - Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan **THOMPSON ARENA**

In the event of an EMERGENCY:

- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

Instruct coach or bystander to **call 911**

- Location: **4 Summer Court (off S Park St), Hanover, NH 03755**
 - **Building access:** There is an access to the arena via the main entrance or direct access to the ice, using the access road between Thompson and Boss Tennis Center.
- GPS Coordinates: 43.7005, -72.2794
- Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.

Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding

- Send a coach or bystander to **get AED.**

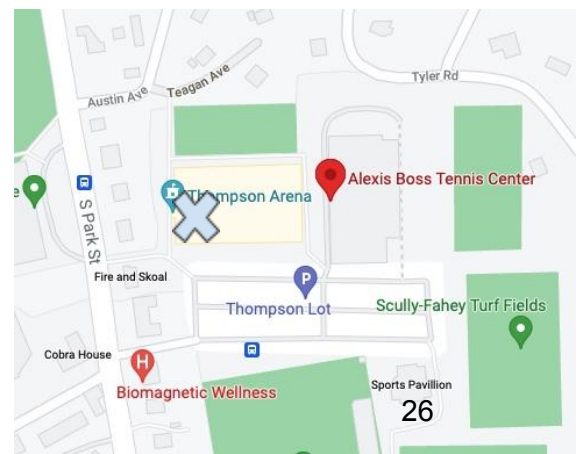
Contact the Athletic Trainer and/or Athletic Director if not present at the scene.

Flag down and direct EMS to the scene.

- Open appropriate gates/doors

Keep the scene safe & controlled and stay calm.

Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan **LEVERONE FIELD HOUSE**

In the event of an EMERGENCY:

- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

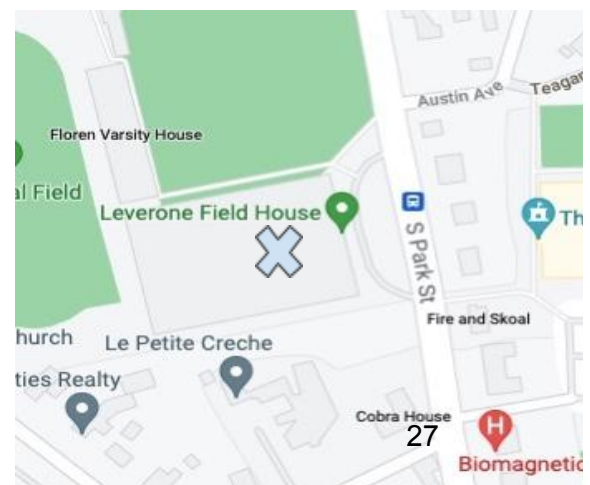
Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

1. Instruct coach or bystander to **call 911**

- Location: **26 South Park St, Hanover, NH 03755**
 - **Building access:** There is access to the field house via the main entrance or by using a side door in the half circle drive through right off South Street.
- GPS Coordinates: 43.7009, -72.2826
- Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.

2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
- Send a coach or bystander to **get AED.**
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
- Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan **MAXFIELD SPORTS COMPLEX**

In the event of an EMERGENCY:

- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

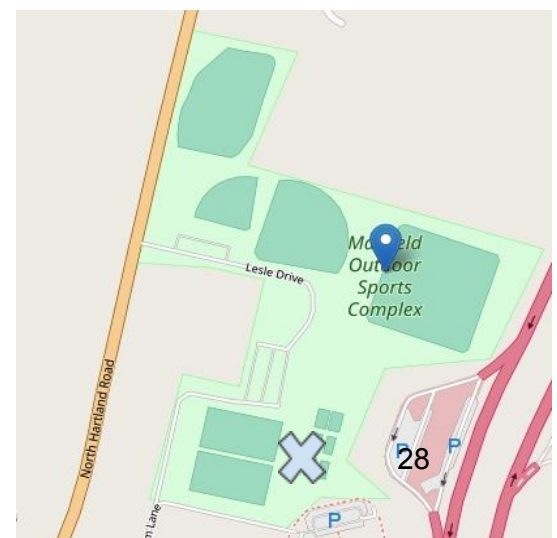
Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

1. Instruct coach or bystander to **call 911**

- Location: **120 Leslie Dr, White River Junction, VT 05001**
 - **Building access:** Follow the road through complex past baseball and softball fields. Bare right and the tennis courts will be past the parking lot.
- GPS Coordinates: 43.6233, -72.3491
- Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.

2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
 - Send a coach or bystander to **get AED.**
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
 - Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.





Hanover High School
Sports Medicine

Emergency Action Plan **HUNTLEY MEADOWS**

In the event of an EMERGENCY:

- Any loss of consciousness
- Possible spine injury
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel: Hanover High School Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

1. Instruct coach or bystander to **call 911**

- Location: **111 Turnpike Road, Norwich, VT 05055**
 - *Field and Court Access:* From Turnpike Rd, turn into a parking lot. Stairs or hill down to fields and courts from the parking lot.
- GPS Coordinates: 43.7236, -72.3143
- Be prepared to provide the following information to the 911 operator:
 - Your name, phone # calling from, and specific location/address
 - Condition of injured individual: Age, consciousness, breathing, body part & injuries, treatment given
 - First aid/treatment being provided
 - Answer any questions & stay on the line until the operator has hung up.

BE THE LAST TO HANG UP.

2. Perform CPR/First Aid: Check ABC's, level of consciousness, and severe bleeding
 - Send a coach or bystander to **get AED**.
3. Contact the Athletic Trainer and/or Athletic Director if not present at the scene.
4. Flag down and direct EMS to the scene.
 - Open appropriate gates/doors
5. Keep the scene safe & controlled and stay calm.
6. Assistant coach or athletic administrator must go with the athlete to hospital or follow in a car.
7. Document event and debrief.

