

**LEXINGTON CHRISTIAN ACADEMY**  
**EMERGENCY ACTION PLAN**  
**FOR ATHLETICS**



**UPDATED ON: June 2021**

**MANDATORY REVISION DATE: June 2023**

## Table of Contents

General Statement	3
Coaches Role in Athletic Injury Care and Management	6
Automatic External Defibrillator Policies & Procedures	7
High School Main/Aux. Gymnasiums EAP	10
Football Game Field & Track and Field EAP	11
Football Practice Field EAP	12
Soccer Fields EAP	13-14
Baseball Game Field EAP	15
Football Practice Field EAP	16
Softball Field EAP	17
Tennis EAP	18
Boys’/Girls’ Golf EAP	19
Swimming & Diving EAP	20
Cross Country EAP	21
Weight Room/Basement Level EAP	22
Archery Room EAP	23
Meeting Point for EMS – Site Specific	24
Map of Emergency Entrances	25
Lightning Policy	26-28

# **Lexington Christian Academy Emergency Action Plan**

## **Introduction**

Emergency situations may arise at anytime during athletic events. In order to provide the best possible care to the sport participant during emergency and/or life threatening conditions, quick and expedient action must be taken. The development and implementation of an emergency action plan will help ensure that the best care will be provided.

As emergencies may occur at anytime during an activity, the athletic department must be prepared. Athletic organizations have a duty to develop an emergency plan that may be implemented immediately when necessary and to provide appropriate standards of emergency care to all sports participants. This preparation involves formulation of an emergency plan, proper coverage of events, maintenance of appropriate emergency equipment and supplies, utilization of appropriate emergency medical personnel, and continuing education in the area of emergency medicine and planning. Hopefully, through careful pre-participation physical screenings, adequate medical coverage, safe practice and training techniques and other safety avenues, some potential emergencies may be averted. However, accidents and injuries are inherent with sports participation, and proper preparation on the part of the sports medicine team should enable each emergency situation to be managed appropriately.

## **Components of the Emergency Plan**

1. Emergency personnel / roles
2. Emergency communication
3. Emergency equipment
4. Emergency transportation

## **Emergency Personnel / Roles**

During a typical athletic practice or competition, the first responder to an emergency situation is usually a certified athletic trainer (ATC) or the head/assistant coach. A team physician may not always be present at every organized practice or competition. The type and degree of sports medicine coverage for an athletic event may vary widely, based on such factors as the sport or activity, the setting, and the type of training or competition. The first responder in some instances may be a coach or other institutional personnel.

The development of an emergency plan cannot be complete without the formation of an emergency team. The emergency team may consist of a number of healthcare providers including physicians, emergency medical technicians, certified athletic trainers; student athletic trainers; coaches; managers; and, possibly, bystanders. Roles of these individuals within the emergency team may vary depending on various factors such as the number of members of the team, the athletic venue itself, or the preference of the athletic trainer. There are four basic roles within the emergency team. The first and most important role is establishing safety of the scene and 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 those with more appropriate training. The second role, EMS activation, may be necessary in situations where emergency transportation is not already present at the sporting event. This should be done as soon as the situation is deemed an emergency or a life-threatening event. Time is the most critical factor under emergency conditions. Activating the EMS system may be done by anyone on the team. This person should also be familiar with the location and address of the sporting event. The third 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. The fourth role of the emergency team is that of directing EMS to the scene. One member of the team should be responsible for meeting emergency medical personnel as they arrive at the site of emergency. Depending on ease of access, this person should have keys to any locked gates or doors that may slow the arrival of medical personnel.

#### **Roles within the Emergency Team**

1. Establish scene safety and immediate care of the athlete
2. Activation of the Emergency Medical System
3. Emergency equipment retrieval
4. Direction of EMS to scene

#### **Activating the EMS system**

##### **Making the call:**

- 911
- Telephone numbers for local police, fire department, and ambulance service

##### **Providing Information:**

- Name, address, telephone number of caller
- Nature of emergency, whether medical or non-medical
- Number of athletes
- Condition of athlete(s)
- First aid treatment initiated by first responder
- Specific directions as needed to located the emergency scene
- Other information as requested by dispatcher

When forming the emergency team, it is important to adapt the team to each situation or sport. It may also be advantageous to have more than one individual assigned to each role. The ATC or team physician will assign individuals roles as seen fit. This allows the emergency team to function even though certain members may not always be present.

### **Emergency Communication**

The key to quick emergency response is communication. Athletic trainers and emergency medical personnel must work hand in hand to provide the best emergency response capability. Communication prior to the event is a good way to establish protocols and to build rapport between both groups of professionals. If emergency medical transportation is not available on site during a particular sporting event then direct communication with the emergency medical system at the time of injury or illness is necessary.

Direct access to a working telephone or other telecommunication device, whether fixed or mobile, should be assured. The communications system should be checked prior to each practice or competition to ensure proper working order. A cellular phone is preferred if available. At any athletic venue, whether home or away, it is important to know the location of a workable telephone. Pre-arranged access to the phone should be established if it is not easily accessible.





## Coaches Role in Athletic Injury Care and Management

Emergency Action planning is the essential key to effective management of all athletic related injuries. As we continue to develop our plans it is extremely important that all Head and Assistant coaches understand their roles in the management of athletic injuries.

### Protocol 1

Practices and Games **without** Certified Athletic Training Coverage:

1. Provide appropriate First Aid
2. Activate EMS if necessary
3. Contact ATC as soon as possible
4. Contact parents/guardians as soon as possible
5. Fill out appropriate injury report form in a timely manner

### Protocol 2

Practices with Certified Athletic Training Coverage:

1. Notify ATC of athletic injury
2. Exercise management of team away from injured athlete
3. Assist ATC in activation of EMS if necessary
4. Assist ATC with advanced emergency care upon request

### Protocol 3

Games with Certified Athletic Training Coverage:

1. Notify ATC of athletic injury
2. Exercise management of team away from injured athlete
3. Assist ATC in activation of EMS if necessary
4. Assist ATC with advanced emergency care upon request

## General Policies and Guidelines

Upon request, high school athletic teams will be provided with a medical kit by the athletic training department. It is the responsibility of the coaching staff to make sure that the kit is properly stocked and present at all practices and games. The kit may be returned to the athletic training department to be restocked as needed.

The Head Coach is responsible for assuring the presence of the Emergency Form/Insurance Information, for all team members. These forms must be readily accessible at **all games and practices**.

All coaches **must** maintain a current First Aid and CPR certification and coaching certifications deemed warranted by the KHSAA. Documentation of this should be kept in the Athletic Office.

All coaches should be familiar with and understand the LCA Emergency Action Plan for practice and game venues they will be using.

A coach is required to accompany any LCA athlete to the emergency room, until the athlete is released or the coach is relieved by the parent/guardian or a qualified school district representative.



## Automatic External Defibrillator Policies & Procedures

### Introduction

Defibrillation is a means of determining certain potentially fatal arrhythmias during a cardiac arrest. A direct current defibrillator applies a brief, high-energy pulse of electricity to the heart muscle. Automated external defibrillators (AEDs) were introduced in 1979. AEDs accurately analyze cardiac rhythms and, if appropriate, advise/deliver an electrical counter shock. AEDs are currently widely used by trained emergency personnel.

It is recognized that successful resuscitation is related to the length of time between the onset of a heart rhythm that does not circulate blood (ventricular fibrillation, pulse-less ventricular tachycardia) and defibrillation. The provision of timely emergency attention saves lives. Athletic events present a high risk for cardiopulmonary emergencies. By training certified athletic trainers and coaches, the first responders in these settings, in the use of AEDs and providing rapid access to AEDs, the emergency response time is shortened.

### Operation Considerations

LCA Sports Medicine utilizes two brands of AEDs – Zoll and Phillips. They are portable, battery-powered, automatic defibrillators. They automatically analyze the patient's cardiac electrical signal. When a shockable rhythm is confirmed, the AED charges. Utilizing a voice prompt and a flashing red rescue button, it advises that it is ready for the rescuer to deliver a high-energy defibrillating electrical shock. AEDs features include voice prompted operation, an automatic daily self-test, and an internal clock. If maintenance is required, loud beeps will sound periodically and/or display on the front of the AED the need for maintenance. Records of expiration dates of pads and batteries are kept on file with the athletic department.

### Location of AEDs at LCA

1. Gymnasium Hallway: Outside the Athletic Training Room, on the wall
2. High School Office: In the assistant principals office
3. Elementary Office: Hallway outside the office
4. Football Concession Stand: Inside the concession stand in a cabinet on the wall
5. With the Athletic Trainer on this Gator/In office

Where and how to access AED from each sporting venue:

(We list the first action and then the alternate action if first is unsuccessful)

\* "Gator" indicates you will call for the floater AED if the Gator is at your site

Venue	First Action	Alternate Location
Gymnasiums	Gymnasium Hallway	High School Office
Weight Room	Gymnasium Hallway	High School Office
Tennis Courts	Gymnasium Hallway	Gator/High School Office
Softball/Baseball	Football Concession Stand	Gymnasium Hallway
Football/Track and Field	Football Concession Stand	Gymnasium Hallway
Soccer Game Field (Turner)	Football Concession Stand	Gymnasium Hallway
Soccer Practice Field (Haggin)	Gator	High School Office
Golf Course	911 – No AED on site	911 – No AED on site
Cross Country	Gator	Football Concession Stand
Swimming	911 – No AED on site	911 – No AED on site

## Protocol

The AED is to be used only on patients in cardiopulmonary arrest. Before the device is utilized to analyze the patient's ECG rhythm, the patient must be:

- Unconscious
- Pulse-less, and
- Not breathing

The staff will shock until ventricular fibrillation is no longer present, the patient converts to a perfusing rhythm, or an advanced life support team arrives on the scene and assumes control.

To prepare for ECG analysis and defibrillation:

- Bring the AED to the patient as fast as possible
- Verify that the patient is in cardiac arrest (unconscious, no respirations and no pulse)
- Open the lid and turn on the AED
- Follow the voice commands
- Prepare the patient for electrode placement and place electrodes on patient
- Again follow the voice commands

In the event of a cardiopulmonary emergency, the emergency system should be activated as quickly as possible by calling 911. The first responders should provide initial care as appropriate to the situation and coordinate with other emergency medical service providers upon their arrival in the provision of CPR, defibrillation, basic life support, and advanced life support.

## Other Reminders

1. Don't forget BASIC steps
2. Activate EMS – 911
3. If 2 games are occurring at the same time, the AED should be with the ATC on the Gator
4. A post review will take place amongst the athletic department and sports medicine team after any incident in which the AED was used. The purpose is to review the situation and evaluate the effectiveness and efficiency of the emergency plan.
5. Report any damage of an AED to the athletic trainer
6. Athletic Department keeps maintenance checks on all AEDs across LCA's campuses

## **Training and Testing**

Personnel using the AED must complete a training session every other year, including instruction in:

1. The proper use, maintenance, and periodic inspection of the AED
2. Defibrillator safety precautions to enable the user to administer a shock without jeopardizing the safety of the patient, the user, and other people
3. Assessment of an unconscious person to determine if cardiac arrest has occurred and the appropriateness of applying an AED
4. Recognizing that an electrical shock has been delivered to the patient and that the defibrillator is no longer charged
5. The operations of the local emergency medical services system, including methods of access to the emergency response system, and interaction with emergency personnel
6. The role of the user and coordination with other emergency medical service providers in the provision of CPR, defibrillation, basic life support, and advanced life support
7. The responsibility of the user to continue care until the arrival of a qualified personnel



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** LCA High School Gymnasium/Aux. Gymnasium  
**Emergency Personnel:** Team Physician \* Game Managers  
 Certified Athletic Trainer Coach(es)  
 Assistant to the ATC Athletic Director  
 Police/Security \* Asst. Athletic Director \*

\* If present at athletic contest

**Emergency Communications:** The athletic training staff has cellular telephones. The closest landline phone (emergency phone) is located in the LCA Athletic Training room located in the corner of the gymnasium. Coaches at each venue will most likely have a cell phone to contact the ATC if not present at the time of injury. In the absence of the ATC, a member of the coaching staff is responsible to call EMS. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** ATC will have a first aid athletic training bag at each home athletic event and practice. In addition, the ATC will have a vacuum splint kit, crutches, ice and tools for equipment removal. Coaches will have a team athletic training kit with them at all away contests. EMS will provide a spine board, and other life support equipment.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - a. Call 911 and provide necessary information: name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.
  - b. If ambulance is on the scene, and individual chosen by the ATC will signal the EMT/Paramedics onto the field by crossing fists above head or through the use of a walkie-talkie.
3. Directions for EMS to Scene
  - a. If ambulance is not present an individual within the emergency personnel and designated by the ATC will meet EMS at the emergency exits on the south side of the gymnasium.

**Venue Directions:** Turn into Main Drive of LCA. Continue past the four-way "STOP", driving adjacent to the school down the entire west side. Go through the last parking lot to the corner of the school (blue gymnasium). There is access to the emergency doors of the gymnasium around the south corner, behind the gymnasium. There will be an individual directing EMS from that point.

**LCA 450 West Reynolds Rd. Lexington, KY 40503**



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** LCA High School Football Game Field and Track and Field

<b>Emergency Personnel:</b>	Team Physician *	Game Managers
	Certified Athletic Trainer	Coach(es)
	Assistant to the ATC	Athletic Director
	Police/Security *	Asst. Athletic Director *

\* If present at athletic contest

**Emergency Communications:** The athletic training staff has cellular telephones. The closest landline phone (emergency phone) is located in the Press Box. Coaches at each venue will most likely have a cell phone to contact the ATC if not present at the time of injury. In the absence of the ATC, a member of the coaching staff is responsible to call EMS. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** ATC will have a first aid athletic training bag at each home athletic event. In addition, the ATC will have a vacuum splint kit, crutches, ice and tools for equipment removal. Coaches will have a team athletic training kit with them at all away contests. EMS will provide a spine board, and other life support equipment.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - a. Call 911 and provide necessary information (name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.
  - b. If ambulance is on the scene, and individual chosen by the ATC will signal the EMT/Paramedics onto the field by crossing fists above head or through the use of a walkie-talkie.
3. Directions for EMS to Scene:
  - a. If ambulance is not present an individual within the emergency personnel and designated by the ATC will meet EMS at the North entrance to the stadium.

**Venue Directions:** Turn into Main Drive of LCA. Go past four-way "STOP". Continue along drive, and follow it around the corner to the right. Proceed past yellow gates, and take left towards the soccer field/guest entrance to football field. An individual will be waiting there at the entrance gate to direct EMS.

**LCA 450 West Reynolds Rd. Lexington, KY 40503**



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** LCA High School Football Practice Field

<b>Emergency Personnel:</b>	Team Physician *	Game Managers
	Certified Athletic Trainer	Coach(es)
	Assistant to the ATC	Athletic Director
	Police/Security *	Asst. Athletic Director *

\* If present at athletic contest

**Emergency Communications:** The athletic training staff has cellular telephones. The closest landline phone (emergency phone) is in the LCA Athletic Training room located in the corner of the gymnasium. Coaches at each venue will most likely have a cell phone to contact the ATC if not present at the time of injury. In the absence of the ATC, a member of the coaching staff is responsible to call EMS. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** ATC will have a first aid athletic training bag at each home athletic event. In addition, the ATC will have a vacuum splint kit, crutches, ice and tools for equipment removal. Coaches will have a team athletic training kit with them at all away contests. EMS will provide a spine board, and other life support equipment.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - a. Call 911 and provide necessary information (name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.
  - b. If ambulance is on the scene, and individual chosen by the ATC will signal the EMT/Paramedics onto the field by crossing fists above head or through the use of a walkie-talkie.
3. Directions for EMS to Scene:
  - a. If ambulance is not present an individual within the emergency personnel and designated by the ATC will meet EMS at the side of the field, on the driveway.

**Venue Directions:** Turn into Main Drive of LCA. Take first LEFT at four-way "Stop". Continue around school – the field is located just around the corner, adjacent to the driveway. The football field will be located on your left.

**LCA 450 West Reynolds Rd. Lexington, KY 40503**



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** LCA High School Soccer Field – Front Field

<b>Emergency Personnel:</b>	Team Physician *	Game Managers
	Certified Athletic Trainer	Coach(es)
	Assistant to the ATC	Athletic Director
	Police/Security *	Asst. Athletic Director *

\* If present at athletic contest

**Emergency Communications:** The athletic training staff has cellular telephones. The closest landline phone (emergency phone) is located Main Office of the school. Coaches at each venue will most likely have a cell phone to contact the ATC if not present at the time of injury. In the absence of the ATC, a member of the coaching staff is responsible to call EMS. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** ATC will have a first aid athletic training bag at each home athletic event. In addition, the ATC will have a vacuum splint kit, crutches, ice and tools for equipment removal. Coaches will have a team athletic training kit with them at all away contests. EMS will provide a spine board, and other life support equipment.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - a. Call 911 and provide necessary information (name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.
  - b. If ambulance is on the scene, and individual chosen by the ATC will signal the EMT/Paramedics onto the field by crossing fists above head or through the use of a walkie-talkie.
3. Directions for EMS to Scene:
  - a. If ambulance is not present an individual within the emergency personnel and designated by the ATC will meet EMS on the main driveway, at the edge of the field.

**Venue Directions:** Turn into Main Drive of LCA. Soccer Practice Fields are located right at main entrance. An individual will be waiting there to direct EMS.

**LCA 450 West Reynolds Rd. Lexington, KY 40503**



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** LCA High School Soccer Field – Turner Stadium Game Field

<b>Emergency Personnel:</b>	Team Physician *	Game Managers
	Certified Athletic Trainer	Coach(es)
	Assistant to the ATC	Athletic Director
	Police/Security *	Asst. Athletic Director *

\* If present at athletic contest

**Emergency Communications:** The athletic training staff has cellular telephones. The closest landline phone (emergency phone) is located Main Office of the school. Coaches at each venue will most likely have a cell phone to contact the ATC if not present at the time of injury. In the absence of the ATC, a member of the coaching staff is responsible to call EMS. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** ATC will have a first aid athletic training bag at each home athletic event. In addition, the ATC will have a vacuum splint kit, crutches, ice and tools for equipment removal. Coaches will have a team athletic training kit with them at all away contests. EMS will provide a spine board, and other life support equipment.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - b. Call 911 and provide necessary information (name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.
  - b. If ambulance is on the scene, and individual chosen by the ATC will signal the EMT/Paramedics onto the field by crossing fists above head or through the use of a walkie-talkie.
3. Directions for EMS to Scene:
  - a. If ambulance is not present an individual within the emergency personnel and designated by the ATC will meet EMS on the main driveway, at the edge of the field.

**Venue Directions:** Turn into Main Drive of LCA. Go past four-way “STOP”. Continue along drive, and follow it around the corner to the right. Proceed past yellow gates, and take left down driveway towards the soccer field. An individual will be waiting there at the entrance to direct EMS.

**LCA 450 West Reynolds Rd. Lexington, KY 40503**



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** LCA High School Baseball Game Field

<b>Emergency Personnel:</b>	Team Physician *	Game Managers
	Certified Athletic Trainer	Coach(es)
	Assistant to the ATC	Athletic Director
	Police/Security *	Asst. Athletic Director *

\* If present at athletic contest

**Emergency Communications:** The athletic training staff has cellular telephones. The closest landline phone (emergency phone) is in the LCA Athletic Training room located in the corner of the gymnasium. Coaches at each venue will most likely have a cell phone to contact the ATC if not present at the time of injury. In the absence of the ATC, a member of the coaching staff is responsible to call EMS. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** ATC will have a first aid athletic training bag at each home athletic event. In addition, the ATC will have a vacuum splint kit, crutches, ice and tools for equipment removal. Coaches will have a team athletic training kit with them at all away contests. EMS will provide a spine board, and other life support equipment.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - a. Call 911 and provide necessary information (name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.
  - b. If ambulance is on the scene, and individual chosen by the ATC will signal the EMT/Paramedics onto the field by crossing fists above head or through the use of a walkie-talkie.
3. Directions for EMS to Scene:
  - a. If ambulance is not present an individual within the emergency personnel and designated by the ATC will meet EMS at the parking lot, adjacent to the baseball field.

**Venue Directions:** Turn into Main Drive of LCA. Go past four-way "STOP". Continue along drive, and follow it around the corner to the right. Proceed into FIRST yellow gates, and take left towards the baseball stadium. An individual will be waiting there at the entrance gate to direct EMS.

**LCA 450 West Reynolds Rd. Lexington, KY 40503**



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** LCA Football Practice Field

<b>Emergency Personnel:</b>	Team Physician *	Game Managers
	Certified Athletic Trainer	Coach(es)
	Assistant to the ATC	Athletic Director
	Police/Security *	Asst. Athletic Director *

\* If present at athletic contest

**Emergency Communications:** The athletic training staff has cellular telephones. The closest landline phone (emergency phone) is in the LCA Athletic Training room located in the corner of the gymnasium. Coaches at each venue will most likely have a cell phone to contact the ATC if not present at the time of injury. In the absence of the ATC, a member of the coaching staff is responsible to call EMS. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** ATC will have a first aid athletic training bag at each home athletic event. In addition, the ATC will have a vacuum splint kit, crutches, ice and tools for equipment removal. Coaches will have a team athletic training kit with them at all away contests. EMS will provide a spine board, and other life support equipment.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - a. Call 911 and provide necessary information (name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.
  - b. If ambulance is on the scene, and individual chosen by the ATC will signal the EMT/Paramedics onto the field by crossing fists above head or through the use of a walkie-talkie.
3. Directions for EMS to Scene:
  - a. If ambulance is not present an individual within the emergency personnel and designated by the ATC will meet EMS at the parking lot, adjacent to the baseball field.

**Venue Directions:** Turn into Main Drive of LCA. Go past four-way "STOP". Continue along drive, and follow it around the corner to the right. Proceed into FIRST yellow gates, and take left towards the baseball stadium. An individual will be waiting there at the entrance gate to direct EMS.

**LCA 450 West Reynolds Rd. Lexington, KY 40503**



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** LCA High School Softball Field

<b>Emergency Personnel:</b>	Team Physician *	Game Managers
	Certified Athletic Trainer	Coach(es)
	Assistant to the ATC	Athletic Director
	Police/Security *	Asst. Athletic Director *

\* If present at athletic contest

**Emergency Communications:** The athletic training staff has cellular telephones. The closest landline phone (emergency phone) is in the LCA Athletic Training room located in the corner of the gymnasium. Coaches at each venue will most likely have a cell phone to contact the ATC if not present at the time of injury. In the absence of the ATC, a member of the coaching staff is responsible to call EMS. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** ATC will have a first aid athletic training bag at each home athletic event. In addition, the ATC will have a vacuum splint kit, crutches, ice and tools for equipment removal. Coaches will have a team athletic training kit with them at all away contests. EMS will provide a spine board, and other life support equipment.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - a. Call 911 and provide necessary information (name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.
  - b. If ambulance is on the scene, and individual chosen by the ATC will signal the EMT/Paramedics onto the field by crossing fists above head or through the use of a walkie-talkie.
3. Directions for EMS to Scene:
  - a. If ambulance is not present an individual within the emergency personnel and designated by the ATC will meet EMS on emergency gravel driveway, next to the softball field.

**Venue Directions:** Turn into Main Drive of LCA. Go past four-way "STOP". Continue along drive, and follow it around the corner to the right. Proceed into FIRST yellow gates, and take left towards the baseball stadium. An individual will be waiting there at the entrance gate to direct EMS.

**LCA 450 West Reynolds Rd. Lexington, KY 40503**



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** LCA High School Tennis Courts

<b>Emergency Personnel:</b>	Team Physician *	Game Managers
	Certified Athletic Trainer	Coach(es)
	Assistant to the ATC	Athletic Director
	Police/Security *	Asst. Athletic Director *

\* If present at athletic contest

**Emergency Communications:** The athletic training staff has cellular telephones. The closest landline phone (emergency phone) is in the LCA Athletic Training room located in the corner of the gymnasium. Coaches at each venue will most likely have a cell phone to contact the ATC if not present at the time of injury. In the absence of the ATC, a member of the coaching staff is responsible to call EMS. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** ATC will have a first aid athletic training bag at each home athletic event. In addition, the ATC will have a vacuum splint kit, crutches, ice and tools for equipment removal. Coaches will have a team athletic training kit with them at all away contests. EMS will provide a spine board, and other life support equipment.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - a. Call 911 and provide necessary information (name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.
  - b. If ambulance is on the scene, and individual chosen by the ATC will signal the EMT/Paramedics onto the field by crossing fists above head or through the use of a walkie-talkie.
3. Directions for EMS to Scene:
  - a. If ambulance is not present an individual within the emergency personnel and designated by the ATC will meet EMS on back driveway, adjacent to the tennis courts..

**Venue Directions:** Turn into Main Drive of LCA. Take a LEFT at four -way "STOP". Continue around school to the back, until tennis courts are in sight. Courts are adjacent to the driveway.

**LCA 450 West Reynolds Rd. Lexington, KY 40503**



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** LCA High Boys and Girls Golf (Golf Club of the Bluegrass)

<b>Emergency Personnel:</b>	Team Physician *	Game Managers
	Certified Athletic Trainer	Coach(es)
	Assistant to the ATC	Athletic Director
	Police/Security *	Asst. Athletic Director *

\* If present at athletic contest

**Emergency Communications:** The coaching staff has cellular telephones. The closest landline phone (emergency phone) is in the clubhouse. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** There is **NOT** and AED at this location, therefore advanced life support will be used by EMS upon arrival.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - a. Call 911 and provide necessary information (name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.

**Venue Directions:** A coach, or individual with appropriate instructions, will meet EMS and direct them to injured athlete. The address for the course is:

**Golf Club of Bluegrass 6000 Harrodsburg Rd, Nicholasville, KY 40356**



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** LCA High School Swimming and Diving (Pinnacle Pool)

<b>Emergency Personnel:</b>	Team Physician *	Game Managers
	Certified Athletic Trainer *	Coach(es)
	Assistant to the ATC *	Athletic Director *
	Police/Security *	Asst. Athletic Director *
	Lifeguard *	

\* If present at athletic contest

**Emergency Communications:** The coaching staff has cellular telephones. The closest landline phone (emergency phone) is on the pool deck, located on the clubhouse wall. There is also a landline inside the clubhouse. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** Emergency equipment is located in the storage shed on the pool deck. A spine board is also located at this location in case EMS chooses to use this equipment. There is **NOT** an AED at this location, therefore advanced life support will be used by EMS upon arrival.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - a. Call 911 and provide necessary information (name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.

**Venue Directions:** **Pinnacle Pool Clubhouse 621 Southpoint Dr. Lexington, KY 40515**



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** LCA High School Cross Country

<b>Emergency Personnel:</b>	Team Physician *	Game Managers
	Certified Athletic Trainer	Coach(es)
	Assistant to the ATC	Athletic Director
	Police/Security *	Asst. Athletic Director *

\* If present at athletic contest

**Emergency Communications:** The athletic training staff has cellular telephones. The closest landline phone (emergency phone) is in the LCA Athletic Training room located in the corner of the gymnasium, or any classroom/office, depending on where the individual is located. Coaches at each venue will most likely have a cell phone to contact the ATC if not present at the time of injury. In the absence of the ATC, a member of the coaching staff is responsible to call EMS. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** ATC will have a first aid athletic training bag at each home athletic event. In addition, the ATC will have a vacuum splint kit, crutches, ice and tools for equipment removal. Coaches will have a team athletic training kit with them at all away contests. EMS will provide a spine board, and other life support equipment.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - a. Call 911 and provide necessary information (name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.
  - b. If ambulance is on the scene, and individual chosen by the ATC will signal the EMT/Paramedics onto the field by crossing fists above head or through the use of a walkie-talkie.
3. Directions for EMS to Scene:
  - a. If ambulance is not present an individual within the emergency personnel and designated by the ATC will meet EMS.

**Venue Directions:** Individual with the injured athlete will need to tell EMS location of athlete, as location can fluctuate around LCA/surrounding areas. The address for LCA is:

**LCA 450 West Reynolds Rd. Lexington, KY 40503**



## PROCEDURE FOR EMERGENCY CARE OF ATHLETE

**Venue Name:** Weight Room/Basement Level

**Emergency Personnel:**

Certified Athletic Trainer	Coach(es)
Assistant to the ATC	Athletic Director
Police/Security *	Asst. Athletic Director *
Strength and Conditioning Coach	

\* If present at athletic contest

**Emergency Communications:** The athletic training staff has cellular telephones. The closest landline phone (emergency phone) is located on the desk in the weight room. In the absence of the ATC, the strength and conditioning coach is responsible for calling EMS. In the event that a coach does not have a cellular phone nearby, an individual chosen by the coach may contact EMS.

**Emergency Equipment:** ATC will have a first aid athletic training bag in the training room. In addition, the ATC will have a vacuum splint kit, crutches, ice and tools for equipment removal either in the training room or with him/her outside at a practice field. EMS will provide a spine board, and other life support equipment.

### Roles of the First Responder:

1. Immediate care of the injured or ill athlete(s)
2. Activation of EMS for any life-threatening conditions (loss of consciousness, no breathing, no pulse, severe bleeding, and head/neck injury)
  - a. Call 911 and provide necessary information (name, location of injured athlete, telephone # where call is placed, # of individuals injured, condition of injured athlete(s), first responder treatment already given, specific directions for the venue (on file with the EMS/Fire Dept) and any other information requested. DO NOT end 911 calls until you have been given confirmation or additional instruction from the EMS dispatcher.
  - b. If ambulance is on the scene, and individual chosen by the ATC will signal the EMT/Paramedics onto the field by crossing fists above head or through the use of a walkie-talkie.
3. Directions for EMS to Scene:
  - a. An individual within the emergency personnel and designated by the ATC will meet EMS at the basement doors on the south side of the school.

**Venue Directions:** Turn into Main Drive of LCA. Go past four-way "STOP". Continue along drive, and follow it around the corner to the right. Proceed into FIRST yellow gates, and take left towards the baseball stadium. An individual will be waiting there at the entrance gate to direct EMS.

**LCA 450 West Reynolds Rd. Lexington, KY 40503**









## LCA Lightning Safety Policy

### A. Responsibility for Removing Athletes

The responsibility for removing athletes from the practice/game area lies with the head coach of the particular sport. If the head coach is not present, the assistant coach will assume responsibility. The staff athletic trainer will advise the head coach/assistant coach.

The staff athletic trainer will watch for lightning and listen for thunder. He or she will be responsible for keeping track of the of the radar and lightning strikes on either a computer or a mobile device, and will keep the head coach informed.

### B. Mobile Device Radar and Lightning Detector

It is acknowledged that there are many mobile applications which will show a weather radar and an estimate of lightning strike distances (i.e. WeatherBug™). Athletic Trainers and coaches understand that these methods are all imperfect, but will assist in decisions of when to post-pone an athletic event.

### C. Criteria for Evacuation of the Practice and Game Area

- All personnel are to evacuate to a safe structure or location if the athletic trainer indicates to do so. If needed, the school will be opened up to house athletes, staff, parents, and fans. The entrance used will be the south doors that lead to the basement of the school. If entering the main building, cleats should be removed to prevent both injuries and damage to the facility. In the event that the school can not be opened, any vehicle with a hard metal roof and roll-up windows (not a convertible or golf cart) can provide a measure of safety. Do not touch the sides of the vehicle. **Baseball and softball dugouts do not meet the aforementioned criteria.**
- Visiting team athletes, coaches, and personnel shall proceed to either their team bus or the basement. **THE TEAMS ARE NOT TO INTERACT DURING THE GAME SUSPENSION.**
- If unable to reach safe shelter, persons should stay away from the tallest trees or objects (light poles, flag poles, etc.), metal objects (fences, bleachers, etc.), individual trees, standing pools of water and open fields. Persons should avoid being the highest object in a field. In situations where thunder and/or lightning may or may not be present, yet you feel your hair stand on end and skin tingle, lightning is imminent. Therefore, everyone should assume a crouched position on the ground with only the balls of the feet touching the ground. Persons should wrap their arms around their knees and lower their head. **DO NOT lie flat.** Minimize the body's surface area and minimize contact with the ground.
- Use of a land-line telephone and/or using shower and plumbing facilities should be avoided, except in emergency situations. A cellular and/or portable remote phone is a safe alternative to land-line phones, if the person and the antenna are located within as safe structure or location, and if all other precautions are followed.

### D. Criteria for Safe Return to the Practice and Game Area

In accordance with KHSAA policy, personnel should not return to the practice/game area until thirty (30) minutes have passed since the last lightning flash or the last sound of thunder.

## **E. Lightning Safety Guidelines**

Do not hesitate to help a victim of a lightning strike. Individuals struck by lightning do not carry a charge and it is safe to touch them to render medical treatment. If possible, an injured person should be moved to a safer location before beginning first aid. Prompt, aggressive CPR has been highly effective for the survival of victims of lightning strikes, the existence of a blue sky and the absence of rain do not eliminate the possibility of lightning. Lightning awareness should be increased with the first flash of lightning or the first clap of thunder no matter how far away.

## **F. Severe Weather Policy from KHSAA Handbook**

The Referee or head official must delay or cancel a competition at the first sound of lightning or thunder at the site and the site should be cleared of all persons immediately by event administration. If it is anticipated that the storm will pass, the competition may be resumed following a three (3) minute warm-up period, no sooner than thirty (30) minutes after the last sight of lightning or the last sound of thunder.

If the severe weather is of great length or intensity, the Referee or lead contest official has the responsibility and authority to cancel the competition. Officials are encouraged to learn the weather forecast prior to game time. Safety of the public and participants is the most important factor in any decision of this type (KHSAA Policies and Procedures).

## **G. Lightning Detector Guidelines**

*The following operational guidelines apply to the operation of the SkyScan detectors*

- Each time SkyScan detects a lightning strike, it will emit an audible warning tone (must be switched on) and lights the RANGE INDICATOR column
- The full column will stay lit for approximately 3 seconds
- The single indicator corresponding to the range of the detected stroke will then blink for approximately 25 seconds. This feature allows you to quickly see the distance to the last, closest detected strike without waiting for the SkyScan to detect a new strike.
- Since the average strike of lightning is 6 miles long be aware that you are in immediate danger any time there is a detected lightning activity within 8-10 miles of your location.
- The SkyScan can also detect lightning patterns that indicate the presence of severe storms that may produce dangerous winds, heavy rains, and tornadoes. When SkyScan detects these type storms, it activates the SEVERE THUNDERSTORM WARNING and emits a 15 second continuous audible alarm different from the normal lightning alarm.
- SkyScan is designed to operate in a vertical position
- The RANGE SELECT SWITCH allows you to those the distance at which detected lightning strikes will trigger the audible warning tone. The instruction book recommends that you use the audible warning tone at the maximum range whenever possible.
- Please note that the Skyscan does not predict where the next lightning strike might occur. Thunderstorms are unpredictable and should be considered extremely dangerous.

**H. Examples of Safety Shelters for Sports**

- Baseball: Lower Level of School
- Softball: Lower Level of School
- Football: Lower Level of School
- Soccer: Lower Level of School
- Tennis: Auxiliary Gymnasium
- Track/Field & XC: Lower Level of School
- Swimming/Diving: Pool Clubhouse
- B/G Golf: Clubhouse/Cars

**References:**

NCAA Guidelines 1D: Lightning Safety. NCAA Sports Medicine Handbook. (1999).  
 Policies and Procedures: Special Contest Notes and Rules. KHSAA Handbook (2005-2006).

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
 Athletic Director

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
 Athletic Trainer