Series 4000

Personnel

Emergency Action Plan for Interscholastic and Intramural Athletic Events

This emergency action plan for Eastford Elementary School establishes the procedures to be followed in the event that a student sustains a serious injury or illness while participating in an interscholastic or intramural athletic event.

(1) A list of the school employees, coaches or licensed athletic trainers in each school who will be responsible for implementing the emergency action plan and a description of each person's responsibilities under the plan; Those individuals are:
    (a) Carole McCombe, Principal
    (b) Zachary Hutchings, Athletic Director
    (c) Catherine Roto and Christina McGurl, Nurses
    (d) Coaches - those holding Connecticut Certificate #600 (Jennifer Barlow, Zachary Hutchings, Kullen Pacheco)
(2) An identification of the location or venue where the interscholastic or intramural athletic event is taking place:
    (a) Eastford Elementary School soccer will play our home games on our campus, behind the school building.
    (b) Eastford Elementary School basketball will play our home games on our campus, in our gymnasium.
    (c) Eastford Elementary School will play road games at fields and courts established by our opponents (see sport schedules for each season).
    (d) Eastford Elementary School will participate in spring Track and Field events at league determined venues. Eastford Elementary School does not host track and field events on our campus.
(3) A description of the equipment and supplies that may be available at the site of the interscholastic or intramural athletic event that will assist in responding to an emergency, including the location of where such equipment and supplies may be found at such site:
    (a) Eastford Elementary School has an AED, located outside of our gym, in the lobby near the main office.
    (b) Eastford Elementary School has Epi-pens and Narcan located in the Nurse’s office, in a yellow box near the counter.
    (c) Coaches and Administrators are trained in First-Aid, CPR and AED administration. Coaches are also trained in recognizing symptoms and responding to concussion and sudden cardiac arrest.

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(d) A first aid kit travels with each team for all games and practices. The kit contains emergency contact information for all student athletes, basic first aid supplies, ice packs, and individual student medication or supplies if needed during hours of play. Coaches carry a cell phone during all practices and contests, and administration is on-site during practices and home contests. Additional supplies are available in the health office, and the Principal has access to these.

(4) A description of the procedures to be followed when a student sustains a serious sports-related injury, including, but not limited to, responding to the injured student, summoning emergency medical care, assisting local first responders in getting to the injured student and documenting the actions taken during the emergency.

(a) Coaches and staff shall follow these procedures:

(i) Assess the situation to determine the nature and extent of injuries and pending findings, either address the situation yourself followed by steps (v), (vi), and (vii) or;

(ii) Call 9-1-1;

(iii) Secure the area;

(iv) Stabilize the student;

(v) Contact the parent(s);

(vi) Document the incident using the approved school accident/injury form;

(vii) Report the incident to the Principal and the School Nurse.

(5) A description of the protocols to be followed during cardiac or respiratory emergencies, including the operation of an automatic external defibrillator, use of cardiopulmonary resuscitation or the administration of medication, in accordance with the provisions of section 10-212a of the general statutes.

(a) Coaches and staff shall follow these procedures:

(i) Call 9-1-1;

(ii) Call for or get the AED from the school located outside of the gym near the main entrance and proceed to treat accordingly;

(iii) Call for obtain medication (NARCAN or EPI) if necessary and administer;

(iv) CPR as needed;

(v) Contact parent(s);

(vi) Document the incident using the approved school accident/injury form;

(vii) Report the incident to the Principal and the School Nurse.

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(6) A description of the protocols to be followed when a student is observed to exhibit signs, symptoms, or behaviors consistent with a concussion or has diagnosed with a concussion, in accordance with the provisions of section 10-149c of the general statutes.
   (a) Coaches and staff shall follow these procedures:
      (i) Remove student from play immediately (new injury), or do not allow to play (recent diagnosis);
      (ii) Contact parent(s) if new injury;
      (iii) Document the incident using the approved school accident/injury form;
      (iv) Report the incident to the Principal and the School Nurse;
      (v) Follow trainings for concussion symptoms as necessary;
      (vi) Do not allow student to resume play until cleared by a medical professional.

(7) A description of the protocols to be followed when a student suffers from a traumatic brain injury or spinal cord injury, provided such protocols are designed to include instructions that are based on the level of training of the person implementing the emergency action plan and are in accordance with best practices and state law; and
   (a) Coaches and staff shall follow these procedures:
      (i) Do not move student;
      (ii) Call 9-1-1;
      (iii) Secure the area;
      (iv) Stabilize the student;
      (v) Contact parent(s);
      (vi) Document the incident using the approved school accident/injury form;
      (vii) Report the incident to the Principal and the School Nurse.

(8) A description of the protocols to be followed in the event of heat and cold-related emergencies, provided such protocols are in accordance with current professional standards.
   (a) Coaches and staff shall follow these procedures:
      (i) Call 9-1-1;
      (ii) Remove from play;
      (iii) If conscious, hydrate;
      (iv) Use appropriate first-aid and equipment as needed;
      (v) Contact parent(s);
      (vi) Document the incident using the approved school accident/injury form;
      (vii) Report the incident to the Principal and the School Nurse.

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(b) The Eastford Board of Education, in conjunction with the school Nurse and Principal, will annually review this emergency action plan and update the plan as necessary. Additionally, the Athletic Coordinator and/or school Principal will rehearse this plan annually with those persons described in subdivision (1) of subsection (b) who are responsible for implementing this emergency action plan.

(c) Any Eastford Elementary School employee, coach or licensed athletic trainer identified in the emergency action plan pursuant to subdivision (1) of subsection (b) of this section shall be certified in cardiopulmonary resuscitation and have completed a course in first aid and AED through an authorized organization.

(d) The Athletic Coordinator and/or School Principal will distribute the emergency action plan to all school employees, coaches and licensed athletic trainers identified in this plan. The plan will be carried in the medical first aid kit that is always carried with the coach and the team, and the plan will be posted on the school website under the 'For Parents" tab.

Adopted: 12/08/2022