

## **South Winneshiek High School Emergency Action Plan**

South Winneshiek High School has a written emergency plan that should be followed in the event of a medical emergency. All coaches should be familiar with this document and their role and responsibility in an emergency. Any questions should be directed to the certified athletic trainer, principal, or athletic director.

An **emergency** is the need for Emergency Medical Services (EMS) to give further medical attention and/or transport an athlete to the hospital. It is important in these situations that coordination between the athletic trainer, coaches, administrators and first responders be effective. This guide is intended to delineate roles and outline the protocol to be followed should an emergency occur. Situations when 911 should be called are:

- An athlete is not breathing
- An athlete has lost consciousness
- It is suspected that an athlete may have a neck or back injury
- An athlete has an open fracture (bone has punctured through the skin)
- Severe heat exhaustion or suspected heat stroke
- Severe bleeding that cannot be stopped
- An athlete is having seizures
- The athlete has a traumatic injury not specified above that should not be transported in a personal vehicle

### **Chain of Command**

On Site Physician  
Certified Athletic Trainer  
Administrator  
Athletic Director  
Head Coach  
Assistant Coach  
First Responders  
Other Athletes

The highest person in the chain of command who is present at a scene will be the designated person in charge, or leader. That person is responsible for deciding whether or not to call 911, instructing others how they may be of help and will be the person who stays with the athlete until EMS arrives. Once it has been decided that EMS should be called, the following protocol should be followed:

### **EMERGENCY ACTION PLAN**

1. The highest person on the chain of command will be deemed the leader, and will stay with the athlete to monitor the athlete's condition and administer necessary first aid. If possible, someone else on the chain of command should also stay and assist. The front office or an administrator should be notified that there is an emergency situation on campus.

2. The highest person on the chain of command will make the call to EMS or will designate another person to make the call. EMS should be told what the emergency is, the condition of the athlete and how to get to where the athlete is. Also, tell EMS that someone will meet them at the closest intersection and/or school entrance to aid in directing the ambulance. **DO NOT HANG UP UNTIL EMS HANGS UP FIRST.**
3. The leader will send runners to all intersections/doors between where the athlete is located to direct the EMS to the athlete.
4. The leader will designate another person to attempt contact with the athlete's parents if not onsite. Emergency contact information can be found with the Coaches and the main office. If a parent is not present, the form should accompany the athlete to the hospital.
5. If transport is deemed necessary by EMS, the athlete will be taken to **Winneshiek Medical Center, 901 Montgomery St. Decorah, Iowa 52101**, unless the parent requests otherwise.

**South Winneshiek High School is located at:**  
**203 South St. Calmar, IA 52132**

#### **Location of AED's**

South Winneshiek has 2 AED's. The locations are in the main gym by the bathroom and in the athletic training room by the boy's locker room.

**\*Coaches should take note of the closest AED to their practice and game locations. (During football the athletic trainer has one at practices and games)**

#### **IMPORTANT PHONE NUMBERS:**

**Athletic Trainer: 319-213-3931**

**EMS: 911 or 9-911 if calling from a school phone**

**Main Office: 563-562-3226**

**Athletic Coordinator: 563-419-2918**

**Principal: 563-380-7727**