

Our Lady of Lourdes (OLOL) Gymnasium

Decatur Catholic Athletics Emergency Action Plan (EAP)

Our Lady of Lourdes Catholic School has written an 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 head athletic trainer (or school administrator, in the absence of a licensed athletic trainer.)

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 director, coaches, administrators, and student 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

Chain of Command

- Administrator
- Athletic Director
- Head Coach
- Assistant Coach

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 to call 911, instructing others how they may help and will stay with the athlete until EMS arrives. Once it has been decided that EMS should be called, the following protocol should be followed:

EMS Protocol

When you call EMS, provide your name and title or position, current address, telephone number, number of individuals injured, condition of the injured, first aid treatment already administered, specific directions, and other information as requested.

EMERGENCY ACTION PLAN

- 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 administrator should be notified that there is an emergency on campus.
- The highest person on the chain of command will make the 911 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 Lourdes Drive driveway entrance to the school to direct the ambulance. **DO NOT HANG UP UNTIL EMS HANGS UP FIRST.**

- **Emergency Communication-**
 - Cell phones will be used for contacting emergency personnel.
 - If necessary, the nearest landline is located in the kitchen (concession stand) or school office.
- **Location-**
 - 3950 Lourdes Dr
- **Emergency Access Routes-**
 - **Primary Route-**
 - Follow Business 51 (North Water Street) to West Mound Street.
 - Turn right onto Lourdes Drive passing OLOL Church.
 - After passing OLOL school, enter the parking lot through the North drive (one way).
 - Enter the gymnasium through North entrance.
 - **Secondary Route-**
 - Follow Business 51 (North Water Street) to West Ash Avenue.
 - Turn left onto North MacArthur Road.
 - Turn left onto Buckingham Drive.
 - Turn right onto Southampton.
 - Turn right onto Lourdes Drive.
 - Enter the parking lot through the North drive (one way).
 - Follow the road to the East side of the building.
 - Enter the gymnasium through the East (back) entrance with swipe card access.
- The leader will designate another person in the chain of command to attempt to contact the athlete's parents. The Athletic Director and Coach will have Emergency Contact Information for the athlete. If a parent is not present, the form should accompany the athlete to the hospital.
- If transport is deemed necessary by EMS, the athlete will be taken to the hospital closest to Our Lady of Lourdes Catholic School, unless the parent requests otherwise.

Emergency Equipment-

- **Automated External Defibrillator (AED)**- Located in the gym
- **First Aid kit**- Located in the equipment storage closet in the gym
- **Crutches**- Not available
- **Wheelchair** – Located in lobby near teacher bathroom and lounge
- **LifeVac Choking Device** – Located in AED box in gym, in the kitchen, and in the main office

Tornado

- In the event of needing to shelter in place due to a tornado all occupants should make their way to the hallway in the Junior High wing of the building, adjacent to the gymnasium.

Fire

- In the event of a fire, all occupants of the gym should make their way to the north, east, and southwest exits of the building.

Intruder

- In the event of an intruder, all occupants of the gym should move quickly to the nearest exit, making their way to any of the safer nearby locations, IE Target, the fire station, etc.

Power outage

- In the event of a power outage, emergency lights and signage will illuminate in the given area. In the gym, exits are illuminated to lead spectators out of the building or to a safe location. Refer to school code.