



Emergency Action Plan For Broadneck High School Athletics Program 2023-2024

**1265 Green Holly Drive
Annapolis, Maryland 21409**

In case of an emergency, personnel responsibilities, locations of emergency equipment, and other emergency information such as 911 call instructions, addresses/directions to the venue, and a chain of command with important phone numbers have been listed here.

EMERGENCY ACTION PLAN

Broadneck High School Athletics
PIVOT Sports Medicine – Athletic Training
1265 Green Holly Drive
Annapolis, Maryland 21409

Athletic Trainer: Jessica D’Apice

Purpose of an Emergency Action Plan (EAP)

The purpose of an EAP is to provide the best quality of care in a timely manner, by guiding athletic personnel, emergency medical services, and campus security (if available) to emergency situations when they occur. It is essential to have a developed EAP that identifies each member of the emergency response team, those who need to be contacted, the emergency equipment available, and directions to where EMS needs to go so things run smoothly.

A SERIOUS INJURY IS ANY CONDITION WHEREBY THE STUDENT-ATHLETE’S LIFE MAY BE IN DANGER OR RISKS PERMANENT IMPAIRMENT. THESE INJURIES INCLUDE BUT ARE NOT LIMITED TO: CERVICAL SPINE INJURIES, HEAD INJURIES, LOSS OF LIMB, SERIOUS BLEEDING, SHOCK, SERIOUS FRACTURES, HEAT STRESS AND CARDIOVASCULAR ARREST.

Athletic Training Services: Athletic training is practiced by certified athletic trainers. Certified Athletic Trainers (ATC) are highly trained health care professionals who collaborate with physicians to optimize activity and participation of student-athletes. Athletic training encompasses the prevention, diagnosis, and intervention of emergency, acute, and chronic medical conditions involving impairment, functional limitations, and disabilities. Those who want to become certified athletic trainers must earn a degree from an accredited athletic training curriculum. Accredited programs include formal instruction in areas such as: injury/illness prevention, first aid and emergency care, assessment of injury/illness, human anatomy and physiology, therapeutic modalities, and nutrition. Classroom learning is enhanced through clinical education experiences. More than 70 percent of certified athletic trainers hold at least a master’s degree.

Athletic Trainers in the state of Maryland are licensed by the Maryland Board of Physicians and certified by the National Athletic Trainers Association.

The athletic training services at Broadneck High School are provided by Jessica D’Apice, ATC, and team physician, Dr. Daniel Redziniak, MD. Athletes are referred to other medical specialists as needed.

Emergency Personnel: NATA Certified and Maryland Licensed Athletic Trainer is on site for practices and competitions. EMS is available by calling 911. The athletic training staff is certified by the American Red Cross in CPR/AED. The Athletic Trainer must be aware of any emergency that has occurred within the athletic department and its members. If the Certified Athletic Trainer is not present the coaching staff and/or athletic administration will become responsible for activating this EAP.

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Chain of Command for an Emergency Situation

1. Team Physician (if present)
2. Certified Athletic Trainer
3. Coaching Staff
4. Director of Athletics
5. Assistant Director of Athletics
6. Faculty Director

If there are many events going on, an ATC will not always be able to be the first one to respond to a scene. Therefore, the chain of command is to be followed until a higher person on the chain of command can step in.

These emergency procedures are applicable at the following locations at Broadneck High School: Stadium Turf/Track, Bermuda Field, Kelly Field, Baseball field, Softball field, Tennis Courts, Gym, Auxiliary Gym, and Weight Room.

Emergency Communication: Communication via cell phone(s): Phones will be on site with the Athletic Trainer, Coaches and Athletic Director during practices and events.

Local EMS dial: 911

Important Phone Numbers

Certified Athletic Trainer	Jessica D’Apice	(443) 534-0468	jessica.dapice@athletico.com
Athletic Director	Kevin Necessary	(443) 848-7381	knecessary@aacps.org
Assistant Athletic Director	Sean Tettermer Matt Skrenchuk	(410) 292-9856 (410) 746-0266	stettermer@aacps.org mskrenchuk@aacps.org
AACPS County Coordinator	Clayton Culp	(410) 222-5462	cculp@aacps.org
Team Orthopedic Physician- Orthopedic and Sports Medicine Center	Daniel Redziniak, M.D.	(410) 267-5576	dredziniak@osmc.net
Concussion Management	Righttime Headfirst	(888)-808-6483	N/A

Coaches CPR/AED and First Aid Training

All coaches should have CPR/AED and First Aid Training. The Athletic Director is responsible to confirm that all coaches have current CPR/AED and First Aid Certifications prior to the start of the sports season in conjunction with AACPS.

AED Policy

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The AED can be administered by anyone trained in its use by the American Red Cross, American Heart Association, or higher certifications.

Emergency Equipment: Automatic External Defilation (AED) devices can be found in the following locations:

- With the Athletic Trainer on the back of the gator
- In the hallway outside the Main Gym
- Main Office
- Health Room
- Athletic Training Room
- Softball Field

Using the AED

After initial check of the ABC's and a cardiac emergency is determined, the EMS system should be notified, and the AED can then be used.

- A certified individual performs CPR until the AED is prepared and ready for use. Shave any chest hair if needed.
- Apply the pads as directed and follow the prompts on the AED.
- Another individual should be on crowd control and having everyone keep back, while another should be waiting for EMS to arrive and directing them to the location of the person in cardiac arrest.

Assumption of Risks

Student athletes should be warned that participation in sports could involve injury of some type to either the athlete or a fellow student athlete. Special medical waivers are required based on specific medical conditions.

Catastrophic Event

If death, permanent disability, or other catastrophic accident occurs, a chain of individuals should be contacted by the staff athletic trainer at a home event or by the head coach at an away event in the following order: the director of athletics, head coach of that sport (if not present), and the parents or guardians noted as emergency contacts in the athlete's medical information.

Return to Play Clearance

Significant illnesses or injuries, including concussion, must be evaluated by a physician or physician's designated representative. Those are the only ones who can grant medical clearance. Consultation of other medical professional will be considered when appropriate.

Pre-Participation Medical Evaluations

All students must have a physical on file prior to the start of his/her season. The athletic director will verify this prior to approving the student to participate in athletics.

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Transportation of athletic injuries

If an ambulance is on site, there should be a designated location with rapid access to the site and a cleared route for entering/exiting the venue. If an ambulance is not present at an event, entrance to the facility should be clearly marked and accessible. In the event of an emergency, the 911 system will still be utilized for activating emergency transport.

Athletes can be taken to hospital by ambulance for emergency and catastrophic injuries or illnesses. If the athlete is underage and parents are not there, parents are to be notified of the situation and what hospital he/she was sent to. A coach will accompany the athlete to the hospital. If the students' parents are present, they may accompany the athlete. **The closest hospital to the school is: Anne Arundel Medical Center, located at 2001 Medical Parkway, Annapolis, MD 21401.**

Fire Emergencies

If a fire occurs, all individuals should exit the building through designated fire exits. Fire evacuation routes are posted throughout all facilities and personnel should be the ones to lead everyone from the building. If fire is suspected, pull the fire alarm. Once outside and at least 50 yards from the building, make sure everyone you are responsible for is present and accounted for. At that point, escalate the situation to the Athletic Director.

Broadneck HS Access Points for EMS:

- **Stadium/Turf Field:** EMS can access the turf field via the gate to the stadium. The athletic trainer has keys to the padlock.
- **Bermuda Field & Kelly Field:** EMS can access the Bermuda and Kelly field by traveling along the left side of the baseball field and going through the gate. The athletic trainer has keys to the padlock.
- **Main Gym:** EMS can access the main gym via the double doors leading to the PE hallway.
- **Auxiliary Gym:** EMS can access the auxiliary gym via the door to the left of the double doors leading to the PE hallway.
- **Softball Field:** EMS can access the softball field via the main drive into the school
- **Baseball Field:** EMS can access the baseball field via the main drive into the school. Then use the gravel path down to the field.
- **Tennis Courts:** EMS can access the tennis courts via the main drive/parking lot in front of the gym. Then use sidewalk to the courts.
- **Multipurpose Turf Field:** EMS can access the multipurpose turf field via the parking lot adjacent to the softball field. Then use sidewalk to the turf field.

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Emergency Care Facilities

Anne Arundel Medical Center

2001 Medical Parkway
Annapolis, MD 21401
(443) 481-1000

RightTime-Annapolis

2114 Generals Hwy.
Annapolis, MD 21401
(888) 808-6483

Patient First

2051 West Street
Annapolis, MD 21401
(443) 603-0758

PM Pediatrics Urgent Care

2301A Forest Drive
Annapolis, MD 21401
(410) 266-6767

Role of the Certified Athletic Trainer

The Certified athletic trainer should observe the surrounding area to look for potential injury-causing situations that can be prevented. Certified athletic trainers are available during practice/competition times, designated treatment times, or by appointment. Priority for coverage goes to the in-season sport. Games will

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be given priority over practices. On practice only or multiple contest days, the priority will be given to the highest risk sport. The athletic trainer travels with the football team to all away contests. If there is an away football game and there is a game of another sport at home, the athletic trainer will communicate with the host football athletic trainer to assure adequate coverage for the away football game, until the certified athletic trainer is able to be in attendance at the away football game. Coaches must give advance notice (24 hours while school is in session, 2 weeks prior to holidays) in order to guarantee coverage if practice schedule change.

Emergency Procedure at Home Competitions or Practices

Once emergency personnel are contacted, the athletic trainer remains with the athlete until transportation is under control or advanced medical help arrives on the scene. Conditions and injuries in which this would take effect include potential serious head injuries, potential spinal cord injury, vertebral fractures and dislocations, heat stroke victims, cardiac emergencies, any unconscious athlete, any athlete with convulsions, serious fractures, or any serious unstable conditions. The athlete should be accompanied by his/her parent or a member of the administrative/coaching staff if athlete is transported by ambulance. The certified athletic trainer should not be responsible for accompanying an injured athlete on an ambulance.

Emergency Action Plans for Home Events

1. The certified athletic trainer, (if onsite) should be the first to evaluate the injured athlete.
2. If the injury is deemed serious, the athletic trainer's "B" person (coach/athletics staff) should activate EMS using a cell phone. The athletic trainer will use a hand signal (forearms crossed in an "X") to let the "B" person know that EMS needs to be activated. That individual must know how to direct emergency personnel to the injury site.
3. The athletic trainer's "C" person will be responsible to retrieve emergency equipment such as AED, Splints, Medical Kit when athletic trainer gives hand signal.
4. If a spinal or head injury is ruled out, proceed to the secondary survey and further evaluation techniques.
5. The "B" person who called EMS should confirm details with the athletic trainer and direct game attendants or other administrative persons to wait along the entrance to direct EMS. These individuals will also be responsible for opening any gates or doors necessary to give the EMS rescue squad access to the field or court. Coaches and school administrators can and should be used as crowd control, ensuring all teams and observers are on designated sidelines and providing clear lanes of access for emergency personnel.
6. Athletic trainers present should be prepared to treat for shock or changes in the injured athlete's condition.
7. The game attendants or other administrative persons waiting for EMS should lead them to the site of injury. At that point, the athletic trainer can give emergency personnel an update on the situation.

Coaches' Responsibilities as First Responders for Injury/Illness Situations

Emergency and Non-Emergency

ATI Sports Medicine is committed to providing the best medical coverage for Broadneck High School Athletic Programs; however, emergency situations may arise when qualified medical personnel are not present. Immediate action must be

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taken to provide the best possible care to the injured participant. To expedite care when an injury occurs during practice, competition, or travel, and when an athletic trainer is not immediately available, coaches need to be prepared to handle the situation. The following information will assist coaches when a certified athletic trainer or team physician is not available:

General Responsibilities

- EACH coach must learn the location of the nearest AED to their field/court and accessible telephone or carry a cell phone that can be used in case of an emergency.
- Coaches will have emergency phone numbers with them at practices, and home and away competitions.
- Each coach will have a copy of this emergency action plan available at all practices and contest (Home and Away

Things to consider during an emergency

- Reassure and calm athlete
- Don't move severely injured athlete unless he/she is in danger
- Don't reduce fractures or dislocations
- Sufficient lines of vision between the medical staff and all available emergency personnel should be established and maintained
- Once the medical staff begins to work on an injured player, they should be allowed to perform services without interruption or interference
- Keep players, coaches, spectators away and prevent them from helping injured athlete
- Coaches are not trained in equipment removal, if the athletic trainer is not present- coaches are not to remove an injured athlete's equipment and must wait for EMS to arrive.

ROLE OF FIRST RESPONDERS

Immediate care of the injured or ill student athlete:

1. Check ABC's, Severe Bleeding, and Levels of Consciousness:

- Level of consciousness – if unconscious call 911 immediately
- Airway – is airway blocked
- Breathing – is person breathing
- Circulation – does person have pulse
- Bleeding – is person bleeding severely
- **LOOK (for chest rise), LISTEN (for breath sounds), FEEL (for pulse)**

2. Call 911 if necessary

3. Designate someone to get emergency equipment

- AED - First-Aid kit

4. Apply basic first aid as situation requires

- Adult CPR: 30 compressions then 2 breaths
 - ✓ Speed: 100-120 compressions per minute
 - ✓ Depth: 2 inches

****Consistency of speed and depth is imperative while administering CPR****

- Bleeding: provide direct pressure over injury; elevate injury over heart if possible; apply sterile dressing over injury

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**** Use gloves for disease prevention****

- Stabilize fractures and wait for EMS for assistance with splinting
- Treat for Shock – if necessary

Activation of Emergency Medical System (EMS)

- **Call 911**
 - ✓ Name of individual making call
 - ✓ Give telephone number
 - ✓ Number of Injured Athletes
 - ✓ Condition of Injured Athletes
 - ✓ First Aid Treatment being given
 - ✓ Specific location of emergency. Give athletic field or site. (Give venue directions, include street names and how to access sites)
 - ✓ Other information as requested
 - ✓ Notify your Certified Athletic Trainer: Jessica D’Apice and Athletic Director: Kevin Necessary, who will notify Anne Arundel County – County Coordinator: Clayton Culp and Broadneck High School Principal: Patrick Gelinas.

Direction of EMS to Scene (See attached venue directions)

- Open appropriate gates
- Designate individual to “flag down” EMS and direct to scene.
- Scene Control: Limit scene to first aid providers and move bystanders away from area.
- Designate an assistant or volunteer coach to ride with the student-athlete to the hospital.
- Notify the student-athlete’s parent(s) or legal guardian(s).

Emergency Protocol – On Broadneck High School grounds

- Should your Certified Athletic Trainer not be readily accessible – activate EMS, DIAL 911.
- Follow pre-arranged emergency plan (see above)
- Notify your Certified Athletic Trainer and Athletic Director
- Be sure to have your student-athlete follow up with your Certified Athletic Trainer

Emergency Protocol – practices NOT on school grounds or AWAY competitions

- On away trips, when not accompanied by an athletic trainer, determine from the host personnel the availability of medical coverage upon arrival.
- **Medical Emergencies:**
 - ✓ Catastrophic (breathing, loss of consciousness, concussion with loss of consciousness, suspected neck or spinal injury, weak pulse, signs of shock, poor vital signs, eye or face injury, severe bleeding):
 - ❖ Follow the First Aid/CPR/AED principles
 - ❖ Contact the ATC if not already present
 - ❖ If ATC not at event, continue down EAP and provide First Aid until EMS arrive
 - ❖ Ask for the host team’s athletic training staff or coaching staff and carry out their EAP & activate EMS.
 - ❖ Have parents or coach accompany the athlete to the hospital.
 - ❖ If parent not present, send athlete with emergency card and call parent immediately

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- ❖ Call ATC to f/u with athlete's parents

Emergency – Non-Life Threatening (fracture, dislocation)

- Follow the First Aid principles
- Contact the certified athletic trainer if not already present.
 - ✓ If ATC not at event, continue down EAP and provide First Aid.
- Ask for the host team's athletic training staff or coaching staff and carry out their EAP & activate EMS.
- If host ATC is present, they will evaluate injury & render appropriate care.
- Have parents or coach accompany the athlete to the hospital.
- If parent not present, send athlete with emergency card and call parent immediately
- Call ATC to f/u with athlete's parents

Non-Emergencies (concussion with no loss of consciousness, illness, abrasion, minor cuts, contusion)

- Follow the First Aid principles
- Contact the ATC if more than a minor cut, abrasion, or mild contusion. If ATC not there, coach will provide basic 1st Aid.
- Certified Athletic Trainer will assist in managing the injury via phone.
- Should it be determined that care is needed immediately, you will be directed to the appropriate facility.
- Either the coach or athletic trainer should contact the student-athlete's parent(s) or legal guardian(s).
- If it is determined that the injury does not require immediate care, the athletic trainer will contact the student-athlete's parent(s) or legal guardian(s) and advise care.
- **Always notify parents when a concussion is suspected**

Health and Safety Guidelines

- Anne Arundel County Public Schools has created specific policies and procedures related to Thunder & Lightning, Heat Guidelines and Concussions. The Certified Athletic trainer will follow all aspects of these policies as outlined below. Additionally, these policies and procedures can be found in the Anne Arundel County Public Schools 2023-2024 Athletic Handbook. (Health and Safety Guidelines Included in Appendix A)

Inclement Weather Policy

General Policies:

In the case of inclement weather (ex: Thunderstorms/Lightning, Hail, Tornado), it will be under the direct discretion of the on-site Athletic Director, Athletic Trainer and/or Head Coach to determine if the practice/game fields should be evacuated.

If someone is struck by lightning, activate the Emergency Action Plan. A person struck by lightning does not carry an electrical charge; immediately initiate the EAP and begin the primary survey. If possible, move victim to a safe location. Avoid using the telephone except in emergency situations. People have been struck by lightning while using a land-line phone. A cellular phone or a portable phone is a safe alternative to land-line phones, if the person and the antenna are located within a safe structure, and if all other precautions are followed.

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Thunder/Lightning Information and Guidelines:

- The National Weather Service has stated that lightning can strike up to 10 miles with storms traveling at a speed exceeding 50 miles per hour. However, thunder can only be heard within eight miles. ***Therefore, if you hear thunder and/ or see lightning, you are in immediate danger and should seek protective shelter in an indoor facility at once.*** An indoor facility is recommended as the safest protective shelter. However, if an indoor facility is not available, an automobile is a safe alternative. If neither of these is available, the following guidelines are recommended. Avoid standing under large trees and telephone poles. If the only alternative is a tree, choose a small tree in a wooded area that is not on a hill. As a last alternative, find a ravine or valley. In all instances outdoors, assume the crouched position. Avoid always, standing water and metal objects (i.e., steering wheel, metal bleachers, cleats, umbrellas, etc.)
- The most dangerous storms give little or no warning; thunder and lightning are not heard or seen. Up to 40% of all lightning is not accompanied by thunder and 20-40% of thunder cannot be heard due to atmospheric disturbances, thus the term “silent killer”.
- The National Weather Service also recommends that 30 minutes should pass after the last sound of thunder is heard and/or a lightning strike is seen prior to resuming play. This is to allow sufficient time for the storm to pass and move out of lightning strike range.
- The intent of these guidelines is to ensure safety in situations where thunder/lightning occur during any athletic activity.
- Lightning/thunder is monitored by the county via the Earth Network Lightning Detection System at each school. In case of the system being offline, thunder/lightning may be monitored manually. The Earth Network Lightning Detection System can be found at <https://www.aacps.org/lightning> .

School personnel are to follow these expectations:

- If thunder and/or lightning can be heard and/or seen, immediately stop the activity and seek a safe shelter. A safe shelter location is any substantial frequently inhabited building. The building should have four solid walls (not a dugout), electrical and telephone wiring, as well as plumbing, all of which aid in grounding a structure.
- The secondary choice for a safer location from the lighting hazard is a fully enclosed vehicle with a metal roof and the windows completely closed. It is important to not touch any part of the metal framework of the vehicle while inside it during an ongoing thunderstorm.
- In situations where thunder and/or lightning may or may not be present, yet you feel your hair stand on end and skin tingle, immediately assume the following crouched position: drop to your knee, place your hands/arms on your legs, and lower your head. Do not lie flat.

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- If either situation should occur, allow thirty minutes to pass after the last sound of thunder and/or lightning strike before resuming play.
 - ✓ In situations where multiple sounds of thunder and/or lightning strikes occur, play must resume within 1 hour after the initial suspension of the event (otherwise the event will be concluded/postponed in accordance with sports-specific rulebooks).
 - ✓ If play resumes and is suspended for a second time, school personnel may opt to not wait the thirty minutes and conclude/postpone the event.
 - ✓ Events will not start or restart after 8 pm.

Event Procedures

Prior to Competition: A member of the Athletic Staff will greet the officials, explain that we have means to monitor lightning, and offer to notify the officials during the game if there is imminent danger from the lightning.

Announcement of Suspension of Activity: Once it is determined that there is danger of a lightning strike, the Athletic Director and/or Head Coach will notify the Competition Officials and subsequently summon athletes from the playing field or court.

Evacuation of the playing field: Immediately following the announcement of suspension of activity all athletes, coaches, officials, and Athletic Support Personnel are to evacuate to an enclosed grounded structure (Field House/Gymnasium).

*In response to COVID-19, the Main Gym, Cafeteria, Auxiliary Gym, and Auditorium will be used as designated spaces to shelter in the case of inclement weather. This is to allow proper social distancing among individuals. While indoors, all individuals must follow AACPS COVID-19 guidelines.

Evacuation of the stands: Once it has been determined to suspend competition, a member of the Athletic Staff will announce via the PA system something like: “May I have your attention. We have been notified of approaching inclement weather. Activity will cease until we have determined it is safe and the risk of lightning is diminished. We advise you to seek appropriate shelter at the following areas: School Gymnasium/Lobby. Though protection from lightning is not guaranteed, you may seek shelter in an automobile. Thank you for your cooperation.”

Resumption of Activity: Activity may resume once the athletic director or athletic trainer gives permission **thirty (30) minutes AFTER** the last sound of thunder or sight of lightning. Every sound of thunder or strike of lightning requires the thirty (30) minutes to start over. Earth Network Lightning Detection System will alarm once 30minutes has passed from the last lightning strike/thunder.

Away events: Apply the home/facility EAP or modify the Broadneck High School guidelines that apply accordingly.

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Lightning Detection Procedures for Non-Supervised Activities: In the case that student-athletes are using the facilities in the off season or outside of regular practice hours, we encourage student-athletes to cease outside athletic participation at the first sight/sound of lightning/thunder.

Heat Guidelines

- The intent of these guidelines is to minimize injury and heat-related illnesses while enhancing the player's health, performance, and well-being. Coaches, student-athletes, and parents are reminded to always err on the side of caution. Schools are encouraged to educate student-athletes and parents regarding the risks of dehydration on health and physical performance. Schools should work with individual student-athletes to develop fluid-replacement strategies that optimize hydration status before, during and after competition /practice.
- Each year high school student-athletes experience serious injury and even death because of heat-related illnesses. It has become a major concern in that the number of deaths over the last 15 years has remained constant. That statistic becomes more alarming given that heat-related illness and death are almost entirely preventable. The need to dramatically increase awareness of the issue, recognize the symptoms of heat illness and treatment of suspected cases has become a primary consideration for early season practice routines.
- These guidelines are recommended for fall practice where the greatest risks of heat-related illnesses occur. However, student-athletes practicing indoors, in non-air conditioned or poorly ventilated gyms are also susceptible as are student-athletes practicing for spring sports. The guidelines are also recommended for winter and spring sports regarding the duration and intensity of practices. AACPS will evaluate whether equipment restrictions are necessary for winter and spring sports.

	Dehydration	Heat Cramps	Heat Exhaustion	Exertional Heat Stroke
Signs & Symptoms	Dry mouth Thirst Being irritable or cranky Headache Seeming bored or disinterested Dizziness Cramps Excessive fatigue	Intense pain Persistent muscle contractions that continue during and after exercise	Dehydration Loss of coordination, dizziness or fainting Profuse sweating Pale skin Headache Nausea, vomiting or diarrhea Stomach/intestinal cramps or persistent muscle cramps	Nausea Vomiting or diarrhea Headache Dizziness Hot and wet or dry skin Increased heart rate, decreased blood pressure or fast breathing Dehydration Combativeness

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Treatments	Move child to a shaded or air-conditioned area Give him/her water or sport drinks to drink	The child should be given a sports drink to help replace fluid and sodium losses Light stretching, relaxation, and massage of cramped muscle	Move to air conditioned or shaded area Remove extra clothing and equipment Cool with cold water, fan or cold towels Lie down with legs above heart level Drink chilled water or sports drink Seek medical attention if little or no improvement with treatment	Call emergency medical services for immediate transport Cool child while waiting (i.e., cold towels, fan) over as much of body as possible Remove extra clothing or equipment
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Game and Practice Restrictions Due to Heat


AACPS central office staff may issue county-wide heat restrictions in accordance with the following heat index chart. Any such county-wide restriction will be based on the National Oceanographic and Atmospheric Administration (NOAA) website/application utilizing the 21401-zip code for Annapolis, MD and sent to athletic administrators for consistent implementation at all school sites.

Athletic directors, in consultation with trainers and coaches, will monitor the heat index at their school site. Any school may implement additional, more stringent guidelines above and beyond what the county issues if the circumstance at their facility warrants such additional precautions. Coaches are to follow specific guidelines indicated for each code.

Measurements taken at neighboring or adjacent schools/facilities/fields, and/or with various applications may result in different heat indexes. Specifically, turf fields tend to have a higher heat index than grass fields and shaded fields or those prone to cross winds tend to have lower heat index than fields without those factors. For consistency within school staffs, it is expected that each school select and use one website/application for all coaches, trainers, and administrators at that site

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If the temperature is below 84°F, Heat Index calculations are not required.



Code	Heat Index (temperature & humidity)	Restrictions & Accommodations
Red	Above 104 (recheck every 30 minutes)	<ul style="list-style-type: none">Stop all outside activity in practice and/or play.Stop all inside activity if air conditioning is unavailable.
Orange	100–104 (recheck every 30 minutes)	<p>All of restrictions listed below, plus:</p> <ul style="list-style-type: none">Alter uniform by removing items—if possible and permissible by rules.Allow athletes to change into dry t-shirts and shorts at defined intervals.Reduce time of outside activity.Reduce time of indoor activity, if air conditioning is unavailable.
Yellow	95–99 (recheck every 30 minutes)	<p>All of restrictions listed below, plus:</p> <ul style="list-style-type: none">Provide mandatory 10-minute water breaks every 30 minutes to allow hydration as a group.Reduce the time of the outside activity.Consider postponing practice until later in the day.Remove helmets and other equipment when athlete is not directly involved in the competition, drill, or practice and it is not otherwise required by rule.
Green	Under 95 (recheck every 30 minutes)	<ul style="list-style-type: none">Have water available for athletes to take in as much as they desire.Provide optional 10-minute water breaks every 30 minutes to allow hydration as a group.Provide towels with ice to cool athletes as needed.Watch/monitor athletes for necessary action.

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Temperature Monitoring

During the warmer months, the athletic trainer will measure the heat index using a Heat Stress WBGT Meter before the start of all athletic events. The athletic trainer will notify coaches and athletic director of findings and remind them of the proper restrictions and accommodations.

Managing Heat Illness

In the event the athletic trainer is unavailable, all athletics staff should be able to perform the following treatment for the appropriate level of heat illness the student-athlete is experiencing.

Heat Cramps

- The student-athlete should be given a sports drink to help replace fluid and sodium
- Light stretching, relaxation, and massage of cramped muscle

Heat Exhaustion

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- ✓ Move to air conditioned or shaded area
- ✓ Remove extra clothing and equipment
- ✓ Cool with cold water, fan or cold towels
- ✓ Lie down with legs above heart level
- ✓ Drink chilled water or sports drink
- ✓ Seek medical attention if little or no improvement with treatment

Heat Stroke

- ✓ Call emergency medical services for immediate transport
- ✓ Cool student-athlete while waiting (i.e., cold towels, fan) over as much of body as possible, ***if tarp or dunk pool is available, cold water submersion is ideal treatment for heat stroke until core body temperature reaches 102 °F***
- ✓ Athletic trainer will use a rectal thermometer to measure core body temperature. If rectal thermometer is unavailable, use calculation that core body temperature drops by 1 °F every 3 minutes of cold-water submersion.
- ✓ Remove extra clothing or equipment

Game and Practice Restrictions Due to Other Weather Events

Central Office staff may issue practice/contest restrictions in cases of extreme weather as identified and forecasted by the National Weather Service or other weather agencies. This includes restrictions for wind chill, high winds, storms, earthquakes, and other weather events. Every attempt will be made to communicate county-wide restrictions in as timely a manner as possible. However, school staff may, at any time, act unilaterally and restrict athletic activities on their campus if they believe the health and safety of their student-athletes is at risk.

Concussion Information

- Definition: A type of traumatic brain injury causing an immediate and usually short-lived change in mental status or an alternation of normal consciousness resulting from a bump, blow, jolt, shaking or spinning of the head or body.
- Recognizing Concussion
 - ✓ Concussions do not always involve a loss of consciousness. ANY traumatic blow to the head or to another part of the body (which causes a whiplash effect to the head) should be considered as a mechanism of concussion injury. While headache is the most common symptom of concussion, all people will experience concussion differently. Therefore, all the potential signs and symptoms of concussion should be considered.
 - ✓ An injured student-athlete suspected of having a concussion should be immediately removed from the practice or contest and evaluated by the appropriate qualified person. However, the injured student-athlete may not re-enter the practice or contest, nor participate in subsequent practices

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or contests until cleared by an appropriate medical professional. For more information, please see our Head Injury Guidelines at www.aacps.org/athletics. Medical Clearance for Student-Athlete Suspected Head Injury Form included in Appendix B

➤ Concussion Signs and Symptoms

- ✓ Amnesia Loss of orientation Balance problems Memory problems “Bell rung” Nausea Dazed or confused Nervousness Depression Numbness or tingling Double vision Drowsiness Poor concentration Easily distracted Personality changes “Glassy Eyed” Excessive sleep Ringing in the ears Fatigue Sadness Feeling “in a fog” Seeing “stars” Feeling “slowed down” Sensitivity to light Headache Sluggishness Inappropriate emotions Change in personality Sensitivity to noise Irritability Sleep disturbance Loss of consciousness Vacant stare Vomiting
- ✓ All student-athletes who get “rocked” or “dinged” and exhibit any of these signs or symptoms should be referred immediately to the athletic trainer and/or physician. If a question exists and no medical personnel are available, emergency transport (ambulance) the student-athlete to a hospital.

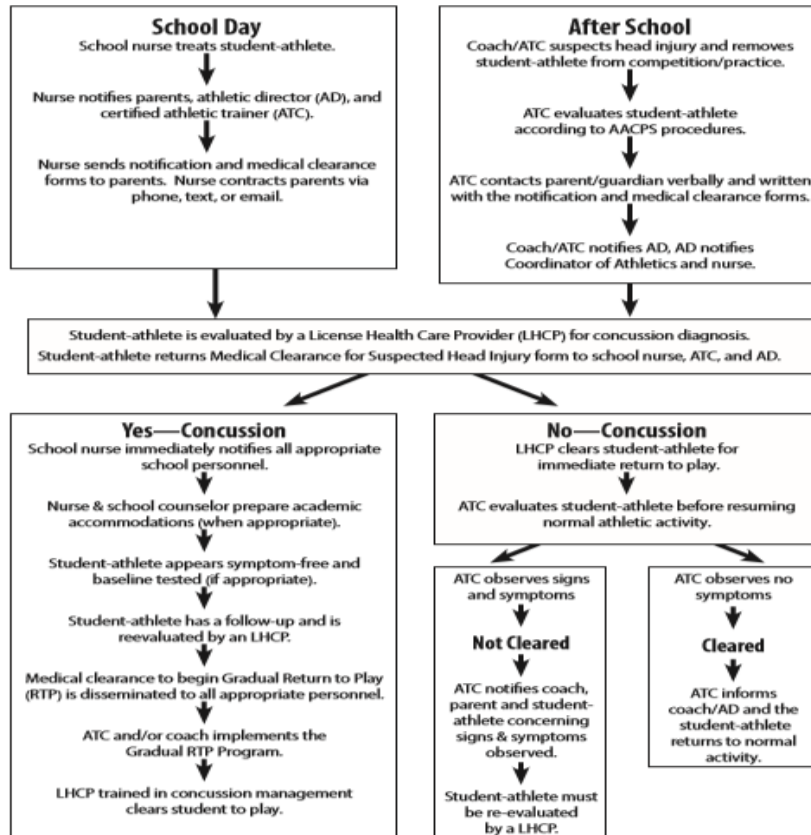
➤ Return to Play Return

- ✓ Return to play should occur in gradual steps beginning with light aerobic exercise only to increase your heart rate (i.e., stationary cycle); moving to increasing your heart rate with movement (i.e. running); then adding controlled contact if appropriate; and finally return to sports competition. Pay careful attention to your symptoms and you’re thinking and concentration skills at each stage or activity. After completion of each step without recurrence of symptoms, you can move to the next level of activity the next day. Move to the next level of activity only if you do not experience any symptoms at the present level. If your symptoms return, let your health care provider know, return to the first level, and restart the program gradually.
 - Day 1: Low levels of physical activity include walking, light jogging, light stationary biking, and light weightlifting.
 - Day 2: Moderate levels of physical activity with body/head movement. This includes moderate jogging, brief running, moderate intensity on the stationary cycle, and moderate intensity weightlifting.
 - Day 3: Heavy non-contact physical activity. This includes sprinting/running, high intensity stationary cycling, completing the regular lifting routine, and noncontact sport specific drills.
 - Day 4: Sports Specific practice
 - Day 5: Full contact in a controlled drill or practice.
 - Day 6: Return to competition

Emergency Action Plan – Broadneck High School

AACPS Suspected Head Injury Procedural Flow Chart

SECTION 8: AACPS SUSPECTED HEAD INJURY PROCEDURAL FLOWCHART



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Catastrophic Injury/Crisis Management Plan

Active Shooter

An active shooter is a person or persons who appear to be actively engaged in killing or attempting to kill people in populated areas on campus. Active shooter situations are dynamic and evolve rapidly, demanding immediate response by the community and immediate deployment of law enforcement resources to stop the shooting and prevent harm to the community.

Guidelines:

Emergency Action Plan – Broadneck High School

In general, how you respond to an active shooter will be dictated by the specific circumstances of the encounter. If you find yourself involved in an active shooter situation try to remain calm and **CALL 911** as soon as possible.

If an active shooter is outside your building or inside the building you are in, you should:

- Try to remain calm.
- Try to warn other faculty, staff, students, and visitors to take immediate shelter.
- Proceed to a room that can be locked or barricaded. Lock and barricade doors or windows.
- Turn off lights. Close blinds. Block windows.
- Turn off radios or other devices that emit sound. Silence cell phones.
- Keep yourself out of sight and take adequate cover/protection, i.e., concrete walls, thick desks, filing cabinets.
- Have one-person CALL 911 and provide:
 - ✓ Your name and location and state that “we have an active shooter on campus, gunshots fired.”
 - ✓ If you were able to see the offender(s), give a description of the person(s)
 - ✓ If you observed any victims, give a description of the location and number of victims.
 - ✓ If you observed any suspicious devices (improvised explosive devices), provide the location and a description.
 - ✓ If you heard any explosions, provide a description and location.
- Wait patiently until a uniformed police officer, or a Broadneck official known to you, provides an “all clear”.
- Unfamiliar voices may be an active shooter trying to lure you from safety; do not respond to voice commands until you can verify with certainty that they are being issued by a police officer or school official.
- Attempts to rescue people only should be attempted if rescue can be accomplished without further endangering the persons inside a secured area.
- Depending on circumstances, consideration also may be given to exiting ground floor windows as safely and quietly as possible.

If an active shooter enters your office or classroom, you should:

- Try to remain calm. Try not to do anything that will provoke the active shooter.
- Only as a last resort when it is imminent that your life is in danger, make personal choice to attempt to negotiate with or overpower the assailant(s) if there is no possibility of escape or hiding.
- CALL 911, if possible, and provide the information listed above.
- Barricade the room or proceed to a safer location if the active shooter(s) leaves the area.

If you are outside and encounter an active shooter, you should:

- Try to remain calm.
- Move away from the active shooter or the sounds of gunshot(s) and/or explosion(s).

Emergency Action Plan – Broadneck High School

- Look for appropriate locations for cover/protection, i.e., brick walls retaining walls, large trees, parked vehicles, or any other object that may stop bullet penetration.
- Try to warn other faculty, staff, students, and visitors to take immediate shelter.
- CALL 911 and provide the information listed in the first guideline.

Emergency Action Plan – Broadneck High School

Stadium Turf/Outdoor Track EAP

Emergency Personnel:

Team Physician, Athletic Trainer, Athletic Director, and Coaches. All individuals with lower credentials should yield to those with more appropriate training.

Emergency Communication:

911 from a school line or reliable cell phone. The Athletic Director will call EMS. The Athletic Trainer - Jessica, can be reached at (443) 534-0468.

Emergency Equipment:

Team Physician's Medical Kit (only at football games), Athletic Trainer's Medical Kit, Splint Bag, and AED will be located on the back of the Athletic Trainer's gator.

Role of First Responders:

1. Immediate care of the patient.
2. Activation of emergency medical services (EMS). Provide:
 - a. Name, location, and telephone of caller
 - b. Nature of emergency
 - c. Number of patients
 - d. Condition of patient(s)
 - e. Any treatment administered by first responders
 - f. Venue-specific directions
 - g. Other information as requested by dispatcher
3. Emergency Equipment retrieval.

Closest AED will be with Certified Athletic Trainer (on gator)

* If Certified Athletic Trainer is not onsite closest AED is located on wall outside the main gym
4. Direction of EMS to scene:
 - a. Designate an individual to make sure stadium gate is unlocked and to guide EMS to the patient.
 - b. Designate an individual for scene control.

Venue Directions:

Broadneck High School- **1265 Green Holly Drive, Annapolis, Maryland 21409**

- EMS can access the turf field via the gate to the stadium. The athletic trainer has keys to the padlock.

Inclement Weather Safe Shelter:

Main Gym - In response to COVID-19, the Main Gym, Cafeteria, Auxiliary Gym, and Auditorium will be used as designated spaces to shelter in the case of inclement weather. This is to allow proper social distancing among individuals. While indoors, all individuals must follow AACPS COVID-19 guidelines.

Emergency Action Plan – Broadneck High School

Bermuda Field/Grass Field EAP

Emergency Personnel:

Team Physician, Athletic Trainer, Athletic Director, and Coaches. All individuals with lower credentials should yield to those with more appropriate training.

Emergency Communication:

911 from a school line or reliable cell phone. The Athletic Director will call EMS. The Athletic Trainer - Jessica, can be reached at (443) 534-0468.

Emergency Equipment:

Athletic Trainer's Medical Kit, Splint Bag, and AED will be located on the back of the Athletic Trainer's gator.

Role of First Responders:

1. Immediate care of the patient.
2. Activation of emergency medical services (EMS). Provide:
 - a. Name, location, and telephone of caller
 - b. Nature of emergency
 - c. Number of patients
 - d. Condition of patient(s)
 - e. Any treatment administered by first responders
 - f. Venue-specific directions
 - g. Other information as requested by dispatcher
3. Emergency Equipment retrieval.

Closest AED will be with Certified Athletic Trainer (on gator)

* If Certified Athletic Trainer is not onsite closest AED is located on wall outside the main gym
4. Direction of EMS to scene:
 - a. Designate an individual to make sure stadium gate is unlocked and to guide EMS to the patient.
 - b. Designate an individual for scene control.

Venue Directions:

Broadneck High School- **1265 Green Holly Drive, Annapolis, Maryland 21409**

- EMS can access the turf field via the gate to the stadium. The athletic trainer has keys to the padlock.

Inclement Weather Safe Shelter:

Main Gym - In response to COVID-19, the Main Gym, Cafeteria, Auxiliary Gym, and Auditorium will be used as designated spaces to shelter in the case of inclement weather. This is to allow proper social distancing among individuals. While indoors, all individuals must follow AACPS COVID-19 guidelines.

Emergency Action Plan – Broadneck High School

Main Gym EAP

Emergency Personnel:

Team Physician, Athletic Trainer, Athletic Director, and Coaches. All individuals with lower credentials should yield to those with more appropriate training.

Emergency Communication:

911 from a school line or reliable cell phone. The Athletic Director will call EMS. The Athletic Trainer - Jessica, can be reached at (443) 534-0468.

Emergency Equipment:

Athletic Trainer's Medical Kit, Splint Bag, and AED will be located with the Athletic Trainer.

Role of First Responders:

1. Immediate care of the patient.
2. Activation of emergency medical services (EMS). Provide:
 - a. Name, location, and telephone of caller
 - b. Nature of emergency
 - c. Number of patients
 - d. Condition of patient(s)
 - e. Any treatment administered by first responders
 - f. Venue-specific directions
 - g. Other information as requested by dispatcher
3. Emergency Equipment retrieval.

Closest AED will be with Certified Athletic Trainer

* If Certified Athletic Trainer is not onsite closest AED is located on wall outside the main gym
4. Direction of EMS to scene:
 - a. Designate an individual to make sure outside door is unlocked and to guide EMS to the patient.
 - b. Designate an individual for scene control.

Venue Directions:

Broadneck High School- **1265 Green Holly Drive, Annapolis, Maryland 21409**

- EMS can access the main gym via the double doors leading to the PE hallway (doors with keypad entry).

Inclement Weather Safe Shelter:

Main Gym - In response to COVID-19, the Main Gym, Cafeteria, Auxiliary Gym, and Auditorium will be used as designated spaces to shelter in the case of inclement weather. This is to allow proper social distancing among individuals. While indoors, all individuals must follow AACPS COVID-19 guidelines.

Emergency Action Plan – Broadneck High School

Auxiliary Gym EAP

Emergency Personnel:

Team Physician, Athletic Trainer, Athletic Director, and Coaches. All individuals with lower credentials should yield to those with more appropriate training.

Emergency Communication:

911 from a school line or reliable cell phone. The Athletic Director will call EMS. The Athletic Trainer - Jessica, can be reached at (443) 534-0468.

Emergency Equipment:

Athletic Trainer's Medical Kit, Splint Bag, and AED will be located with the Athletic Trainer.

Role of First Responders:

1. Immediate care of the patient.
2. Activation of emergency medical services (EMS). Provide:
 - a. Name, location, and telephone of caller
 - b. Nature of emergency
 - c. Number of patients
 - d. Condition of patient(s)
 - e. Any treatment administered by first responders
 - f. Venue-specific directions
 - g. Other information as requested by dispatcher
3. Emergency Equipment retrieval.

Closest AED will be with Certified Athletic Trainer

* If Certified Athletic Trainer is not onsite closest AED is located on wall outside the main gym
4. Direction of EMS to scene:
 - a. Designate an individual to make sure outside door is unlocked and to guide EMS to the patient.
 - b. Designate an individual for scene control.

Venue Directions:

Broadneck High School- **1265 Green Holly Drive, Annapolis, Maryland 21409**

- **Auxiliary Gym:** EMS can access the auxiliary gym via the door to the left of the double doors leading to the PE hallway.

Inclement Weather Safe Shelter:

Main Gym - In response to COVID-19, the Main Gym, Cafeteria, Auxiliary Gym, and Auditorium will be used as designated spaces to shelter in the case of inclement weather. This is to allow proper social distancing among individuals. While indoors, all individuals must follow AACPS COVID-19 guidelines.

Emergency Action Plan – Broadneck High School

Baseball Field EAP

Emergency Personnel:

Team Physician, Athletic Trainer, Athletic Director, and Coaches. All individuals with lower credentials should yield to those with more appropriate training.

Emergency Communication:

911 from a school line or reliable cell phone. The Athletic Director will call EMS. The Athletic Trainer - Jessica, can be reached at (443) 534-0468.

Emergency Equipment:

Athletic Trainer's Medical Kit, Splint Bag, and AED will be located on the back of the Athletic Trainer's gator.

Role of First Responders:

1. Immediate care of the patient.
2. Activation of emergency medical services (EMS). Provide:
 - a. Name, location, and telephone of caller
 - b. Nature of emergency
 - c. Number of patients
 - d. Condition of patient(s)
 - e. Any treatment administered by first responders
 - f. Venue-specific directions
 - g. Other information as requested by dispatcher
3. Emergency Equipment retrieval.

Closest AED will be with Certified Athletic Trainer (on gator)

* If Certified Athletic Trainer is not onsite closest AED is located on wall outside of the softball dugout.
4. Direction of EMS to scene:
 - a. Designate an individual to make sure gate is unlocked and to guide EMS to the patient.
 - b. Designate an individual for scene control.

Venue Directions:

Broadneck High School- **1265 Green Holly Drive, Annapolis, Maryland 21409**

- **Baseball Field:** EMS can access the baseball field via the main drive into the school. Then use the gravel path down to the field.

Inclement Weather Safe Shelter:

Main Gym - In response to COVID-19, the Main Gym, Cafeteria, Auxiliary Gym, and Auditorium will be used as designated spaces to shelter in the case of inclement weather. This is to allow proper social distancing among individuals. While indoors, all individuals must follow AACPS COVID-19 guidelines.

Emergency Action Plan – Broadneck High School

Softball Field EAP

Emergency Personnel:

Team Physician, Athletic Trainer, Athletic Director, and Coaches. All individuals with lower credentials should yield to those with more appropriate training.

Emergency Communication:

911 from a school line or reliable cell phone. The Athletic Director will call EMS. The Athletic Trainer - Jessica, can be reached at (443) 534-0468.

Emergency Equipment:

Athletic Trainer's Medical Kit, Splint Bag, and AED will be located on the back of the Athletic Trainer's gator.

Role of First Responders:

1. Immediate care of the patient.
2. Activation of emergency medical services (EMS). Provide:
 - a. Name, location, and telephone of caller
 - b. Nature of emergency
 - c. Number of patients
 - d. Condition of patient(s)
 - e. Any treatment administered by first responders
 - f. Venue-specific directions
 - g. Other information as requested by dispatcher
3. Emergency Equipment retrieval.

Closest AED will be with Certified Athletic Trainer (on gator)

* If Certified Athletic Trainer is not onsite closest AED is located on wall outside of the softball dugout.
4. Direction of EMS to scene:
 - a. Designate an individual to make sure gate is unlocked and to guide EMS to the patient.
 - b. Designate an individual for scene control.

Venue Directions:

Broadneck High School- **1265 Green Holly Drive, Annapolis, Maryland 21409**

- **Softball Field:** EMS can access the softball field via the main drive into the school

Inclement Weather Safe Shelter:

Main Gym - In response to COVID-19, the Main Gym, Cafeteria, Auxiliary Gym, and Auditorium will be used as designated spaces to shelter in the case of inclement weather. This is to allow proper social distancing among individuals. While indoors, all individuals must follow AACPS COVID-19 guidelines.

Emergency Action Plan – Broadneck High School

Tennis Courts EAP

Emergency Personnel:

Team Physician, Athletic Trainer, Athletic Director, and Coaches. All individuals with lower credentials should yield to those with more appropriate training.

Emergency Communication:

911 from a school line or reliable cell phone. The Athletic Director will call EMS. The Athletic Trainer - Jessica, can be reached at (443) 534-0468.

Emergency Equipment:

Athletic Trainer's Medical Kit, Splint Bag, and AED will be located on the back of the Athletic Trainer's gator.

Role of First Responders:

1. Immediate care of the patient.
2. Activation of emergency medical services (EMS). Provide:
 - a. Name, location, and telephone of caller
 - b. Nature of emergency
 - c. Number of patients
 - d. Condition of patient(s)
 - e. Any treatment administered by first responders
 - f. Venue-specific directions
 - g. Other information as requested by dispatcher
3. Emergency Equipment retrieval.

Closest AED will be with Certified Athletic Trainer (on gator)

* If Certified Athletic Trainer is not onsite closest AED is located on wall outside the main gym
4. Direction of EMS to scene:
 - a. Designate an individual to make sure gate is unlocked and to guide EMS to the patient.
 - b. Designate an individual for scene control.

Venue Directions:

Broadneck High School- **1265 Green Holly Drive, Annapolis, Maryland 21409**

- **Tennis Courts:** EMS can access the tennis courts via the main drive/parking lot in front of the gym. Then use sidewalk to the courts.

Inclement Weather Safe Shelter:

Main Gym - In response to COVID-19, the Main Gym, Cafeteria, Auxiliary Gym, and Auditorium will be used as designated spaces to shelter in the case of inclement weather. This is to allow proper social distancing among individuals. While indoors, all individuals must follow AACPS COVID-19 guidelines.

Emergency Action Plan – Broadneck High School

Multipurpose Turf Field EAP

Emergency Personnel:

Team Physician, Athletic Trainer, Athletic Director, and Coaches. All individuals with lower credentials should yield to those with more appropriate training.

Emergency Communication:

911 from a school line or reliable cell phone. The Athletic Director will call EMS. The Athletic Trainer - Jessica, can be reached at (443) 534-0468.

Emergency Equipment:

Athletic Trainer's Medical Kit, Splint Bag, and AED will be located on the back of the Athletic Trainer's gator.

Role of First Responders:

1. Immediate care of the patient.
2. Activation of emergency medical services (EMS). Provide:
 - a. Name, location, and telephone of caller
 - b. Nature of emergency
 - c. Number of patients
 - d. Condition of patient(s)
 - e. Any treatment administered by first responders
 - f. Venue-specific directions
 - g. Other information as requested by dispatcher
3. Emergency Equipment retrieval.

Closest AED will be with Certified Athletic Trainer (on gator)

* If Certified Athletic Trainer is not onsite closest AED is located on wall outside of the softball dugout.
4. Direction of EMS to scene:
 - a. Designate an individual guide EMS to the patient.
 - b. Designate an individual for scene control.

Venue Directions:

Broadneck High School- **1265 Green Holly Drive, Annapolis, Maryland 21409**

- EMS can access the multipurpose turf field via the parking lot adjacent to the softball field. Then use sidewalk to the turf field.

Inclement Weather Safe Shelter:

Main Gym - In response to COVID-19, the Main Gym, Cafeteria, Auxiliary Gym, and Auditorium will be used as designated spaces to shelter in the case of inclement weather. This is to allow proper social distancing among individuals. While indoors, all individuals must follow AACPS COVID-19 guidelines.