

# **A**RLINGTON THLETICS

## EMERGENCY ACTION PLAN

Latest Update August 8,  
2023

# Arlington Athletic Training

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## TABLE OF CONTENTS

### **AHS Emergency Action Plan**

Introduction/Chain of Command	2
Responder Roles/Activating EMS/Important Phone Numbers	3
Non-Medical Emergencies	4
Coaches Plan	
Heat Emergency	5
Venue Directions and Map (AED locations included)	6
Alternate Venue Directions/Map (Fire Department Discretion)	7

### **Venue-Specific Emergency Action Plans**

Gold Field	9
Maroon Field	11
Tennis Courts	13
White Field/ North Softball/ Freshman Baseball	15
Baseball Field/South Softball	17
Gyms 1, 2	19
Gyms 5, 6, 7	21
Gyms 8, 9	23
Weight Room (Gyms 3, 4)	25

### **Appendix – Floor Plans**

First Floor	27
Second Floor	28

# Arlington Athletic Training

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## AHS EMERGENCY ACTION PLAN

Arlington High School has developed this written plan to be followed in the event of an emergency.

An **emergency** is any situation that calls for the activation of 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 student responders be effective. All members of the healthcare team, including coaches and administrators, should be familiar with this document and their role and responsibility in an emergency.

Situations when the EAP should be activated in any life-threatening emergency or when additional assistance is deemed necessary, examples include:

- an individual is not breathing
- an individual has lost consciousness
- medical emergencies
- it is suspected that an individual may have a head, neck, or back injury
- severe environmental emergencies
- severe bleeding that cannot be stopped

### **Chain of Command**

Certified Athletic Trainer  
Athletic Director  
Administrator  
Head Coach  
Assistant Coach  
Student Athletic Trainers  
Other Athletes

The highest person in the chain of command who is present at a scene will be designated the person in charge, or leader. That person is responsible for deciding when to call 9-1-1, instructing others how they may be of help, and staying with the athlete until EMS or a person of higher command arrives to take over.

## **Responder Roles/Activating EMS**

Once the EAP has been activated, the following protocol should be followed:

1. Establish safety of the scene and immediate care of the injured/ill. The most qualified individual on the scene is responsible for this role. Individuals with lesser credentials should yield to those with more

## Arlington Athletic Training

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appropriate training. Crowd control should be considered, and first aid administered as appropriate. An administrator should be notified of the emergency as soon as possible.

2. Retrieve emergency equipment (AED, splints, bandages, etc.). This can be accomplished by anyone on the emergency team who is familiar with the types and locations of the specific equipment needed. Student Athletic Trainers, administrators, coaches, and team managers are good choices for this role.

3. Activate EMS. If the leader is not able to make the call themselves, they will designate another person to make the call (**9-1-1** from any cell phone and **9-1-1** from any land-line phone within the school). While on the phone with EMS, the following information should be conveyed:

- the location and nature of the emergency (what is the suspected injury/illness)
- the status of the athlete (age, gender, sport, vitals, level of consciousness)
- who is calling (your name and role) and what treatment, if any, is occurring (first aid, stabilization, etc.)
- how to get to the venue (directions to school/field/gym)
- **DO NOT HANG UP UNTIL EMS HANGS UP FIRST**

4. Direct EMS to the scene. The athletic director or security personnel are ideal for this job. If they are not present, whoever called EMS (excluding the leader) should be the one to meet them. The team-member directing EMS should have keys to any locked gates or doors that may slow the arrival of medical personnel.

5. A team member should be designated to attempt to contact the athlete's parents. **Emergency contact information can be found through FamilyID**, which can be accessed by any internet-enabled device. If a parent is not present, a coach or assistant coach should accompany the athlete to the hospital. Alternatively, if a parent is not present but can be reached by phone, the parent can consent to meet the athlete at the hospital.

6. The nearest hospitals are:

- Vassar Brothers Medical Center (Level 2 Trauma Center) – 18 minutes away via Rt 55 and East-West arterial
- Mid-Hudson Regional Hospital (Level 2 Trauma Center) – 19 minutes away via Rt 55 and Hamilton St.

### Important Phone Numbers

Athletic Trainers: Courtney Meester - (845) 392-8663

Josh Chason - (845) 392-3493

Athletic Director: Michael Cring - (845)-417-6046

Asst. Athletic Director Fall/Spring: Colleen Napora - (845) 489-6323

Asst. Athletic Director Winter: Michael Morano - (845) 416-0704

Nurses Office: [p] 845-486-4860 ext. 31313

Arlington Main Office: 845-486-4860

Security Desk: 845-486-4860 ext. 31198

# Arlington Athletic Training

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## **Non-Medical Emergencies**

For fires, bomb threats, violent or criminal behavior, or severe weather emergencies, contact an administrator immediately, and go through the school office to alert the appropriate emergency personnel.

### **Shelter-in-place:**

In the event of a weather emergency including high wind warnings, severe weather, etc:

- An announcement should be made instructing staff and students to return to the building if they are on the exterior of the building.
- Students and staff that are inside the building should be instructed to move into hallways away from glass and the students and staff moving from the exterior to do the same.
- Take student and staff attendance.

### **Hold-in-place:**

When it is necessary to clear the hallways for a limited time frame, if an internal incident arises, such as a student fight, a medical emergency, maintenance issue, etc.

- An announcement should be made instructing students and staff to clear hallways and move into the closest office or classroom or to remain in their current location if they are already out of the hallways.
- Once the issue is mitigated, a follow up announcement can be made advising that the “Hold In Place is now lifted and normal operations can continue”.
- If students and staff are on the exterior of the building, they should remain where they are unless circumstances require otherwise.
- A Hold In Place is also utilized at the completion of a Lockdown.

### **Evacuation:**

Students and staff may be required to be moved from one location inside the building to another location in the building, based on certain events (infrastructure failure, chemical spills, etc. OR building occupants may need to move out of a building because it is safer outside than inside (typically in cases of gas, smoke, or flame).

- An announcement should be made to evacuate the building utilizing specific exits and locations (this would be done if a fire alarm would not be advised, for example if there is

## Arlington Athletic Training

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a location of a chemical spill or gas condition, we would not want to send staff and students into the danger)

- If it is applicable to initiate the fire alarm, then the fire alarm should be activated

### Evacuation Locations:

- In the event of a need to evacuate, all occupants will exit the building to the edge of the parking lot.
- Take student attendance
- Call 911 if necessary
- Call your supervisor to report the issue.

### Field Evacuation

- In the event of a need to evacuate the sports fields, occupants should exit the stands and move South to the High School or North to the Baird Park by use of the trail
- Take student attendance
- Call 911 with location and number of students if leaving grounds
- Call your supervisor to report any issues.

### **Lockout:**

If there is a non-imminent concern on or near the exterior of the building, it may be necessary for staff and students to remain inside the building. (ex: a bear in the vicinity of a school or police activity nearby) Regular activities may continue inside the school.

- An announcement should be made that “the building is in a Lockout, all students and staff remain inside the building as there is a non-imminent concern on the exterior”
- A reverse evacuation should be initiated with all students and staff on the exterior. They should be alerted that a Lockout protocol is initiated and they should return to the interior of the building.

### **Lockdown:**

In the event that there is an immediate and imminent threat of violence in or immediately around the school, the Lockdown protocol needs to be initiated.

- An announcement should be made via radio to ensure outside occupants are aware a Lockdown is in place. The emergency Lockdown button should be pushed.

# Arlington Athletic Training

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From the Building Level Emergency Plan:

If outside when the “lockdown” directive is received:

- Escort self and others away from the building to a safe location.
- Notify police directly advising them of your location and status
- Remain calm and standby for further instructions from Police
- Report “missing” persons as soon as possible

**In the event it is necessary to initiate the lockdown protocol, all after school staff should know locations of the lockdown panic buttons.** Generally a lockdown system button can be found in hallways, main office and main entrance.

Lockdown system button activation

- A System PA announcement is made to Lockdown
- 911 call is made
- PA speakers will scroll lockdown
- Blue flashing strobe lights activate outside the building
- Building Swipe access will not work after 30 seconds
- Police access only will occur to enter the building

Lockdown in gym area during practice

- Activate Lockdown Button when necessary
- Move to the locker rooms or other safe identified location(s)
- Lock all doors
- Call 911- Provide address of emergency and details of event
- Silence from all players, coaches and staff
- Patiently wait for law enforcement to release you from your location.

If a lockdown is called at any external Facility / Field

- Announce LOCKDOWN
- Move all athletes to “safe location”
- Spectators should exit stands
- Evacuate If Possible- Run to a safer area with your group
- Find shelter behind a locked door and hide.
- Call 911 - be ready to provide the address of your emergency
- Call your Athletic Director, his designee or any administrator

# Arlington Athletic Training

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## Coaches Plan

Injuries may occur during a practice or competition when a certified Athletic Trainer is not present. It is important that coaches are properly prepared and know what to do. The following procedures are designed to protect the coach and athlete in the event of an injury:

1. All athletes must have a complete, signed physical on file with the health office and must be cleared on FamilyID to practice/compete in the first place
2. If an injury does occur, it must be determined whether it is an emergency. Emergencies include:
  - a. an athlete that is not breathing
  - b. an athlete that has lost consciousness
  - c. an athlete with a neck or back injury
  - d. an athlete with an open (bone punctured through skin) or closed (no broken skin) fracture
  - e. an athlete with a dislocated joint
  - f. heat exhaustion or signs of heat illness (disorientation, rapid weak pulse, hot skin)
  - g. hypothermia or signs of cold illness (red and swollen skin, pale and waxy skin, blue skin)
  - h. severe bleeding that cannot be stopped
3. If an emergency is identified:
  - a. **DO NOT MOVE THE ATHLETE**
  - b. Call or direct someone else to call EMS (9-1-1)
  - c. Send a reliable person to meet the ambulance and guide EMS to the injured athlete.
  - d. Stay with the athlete, make them as comfortable as possible, and monitor them for any changes in behavior or consciousness.
  - e. Control bleeding with a clean compress and direct pressure
  - f. Leave fractures and dislocations in the position found.
  - g. In the case of heat illness, move the athlete to a cooler area, give them water (if conscious), and attempt to lower body temperature (remove layers as appropriate, place ice behind neck, under armpits, over groin)
  - h. Call or direct someone else to call the athlete's parents and inform them of their child's injury.
  - i. Go with the athlete in the ambulance. **A PARENT/GUARDIAN OR RESPONSIBLE ADULT MUST ACCOMPANY THE ATHLETE TO THE HOSPITAL**
    - i. If it is only you, cancel the remainder of the practice/game and have athletes make arrangements to be picked up.
  - j. Notify the **Athletic Director** and **Athletic Trainer** by the following morning.
  - k. Fill out an incident report.
4. If there is a non-emergency injury:
  - a. Follow RICE (rest, ice, compress, elevate) protocol and ice the body part for 20 minutes.
    - i. \*PEACE-LOVE - protect, elevate, avoid anti-inflammatories, compress, educate & load, optimize, vascularization, exercise (preferred treatment)
  - b. Use the materials provided in team med-kits to administer basic first aid.
  - c. Notify the **Athletic Trainer** by the following morning.



## How to Respond to an Exertional Heat Stroke Emergency

**\*Immersion tub is located next to the track storage shed on the south end of the Gold Field, Filling hose is in west side of the concession building, Freezer with ice is located in kitchen area of concession stand\***

1. **Initial response.** Once exertional heat stroke is suspected, prepare to cool the patient and contact emergency medical services (EMS).
2. **Prepare for ice water immersion.** On the field or in a temporary medical tent, half-fill the tub or wading pool with water and ice (before an emergency, check the water source to see how quickly it fills the immersion tub).
  - a. The stock tank can be filled with ice and cold water before an event (or have tub half-filled with water and three to four coolers of ice next to tub; this prevents having to keep tub cold throughout the day).
  - b. Ice should cover the surface of the water at all times.
3. **Determine vital signs.** Just before immersing the heat-stroke patient, take vital signs.
  - a. Assess core body temperature with a rectal thermistor (thermistor implies flexible thermometer that stays in during cooling and allows for continuous monitoring of temperature during immersion therapy) if available.
  - b. Check airway, breathing, pulse, and blood pressure.
  - c. Assess the level of central nervous system dysfunction.
4. **Begin ice water immersion.** Place the athlete in the ice water immersion tub. Medical staff, volunteers, and teammates may be needed to assist with a smooth and safe entry and exit.
5. **Total body coverage.** Cover as much of the body as possible with ice water while cooling.
  - a. If full body coverage is not possible due to the container's size, cover the torso as much as possible.
  - b. To keep the athlete's head and neck above water, an assistant may hold the victim under the axillae – armpits – with a towel or sheet wrapped across the chest and under the arms.
  - c. Place an ice/wet towel over the head and neck while body is being cooled in tub.
  - d. Use a water temperature under 15C (under 60oF).
6. **Vigorously circulate water.** During cooling, water should be continuously circulated or stirred to enhance the water-to-skin temperature gradient, which optimizes cooling. Have an assistant stir the water during cooling.
7. **Continue medical assessment.** Vital signs should be monitored at regular intervals.
  - a. It may be helpful for an assistant to stand nearby in case the athlete becomes combative.
  - b. Other assistants may be needed to lift or roll the athlete if vomiting occurs.

## Arlington Athletic Training

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8. **Fluid administration.** If a qualified medical professional is available, an intravenous fluid line can be placed for hydration and support of cardiovascular function.
  - a. Rest the arm to be used on the side of the water immersion tub.
9. **Cooling duration.** Continue cooling until the patient's rectal temperature lowers to 39°C (102°F)
  - a. If rectal temperature cannot be measured and cold water immersion is indicated, cool for 10-15 minutes and then transport to a medical facility.
  - b. An approximate estimate of cooling via cold water immersion is 1°C for every five minutes and 1°F every 3 minutes (if the water is aggressively stirred). This means, the cooling rate will be slower initially, and increase the longer the person is in the tub. For example, if someone is in the tub for 15 minutes they would cool approximately 3°C or 5°F during that time.
10. **Patient transfer.** Remove the patient from the immersion tub only after rectal temperature reaches 39°C (102°F) and then transfer to the nearest medical facility via EMS as quickly as possible.
11. **Cooling is the primary goal before transport.** If appropriate medical staff is available on-site (team physician or athletic trainer); an aggressive cooling modality is readily available (i.e., Cold water immersion, ice/wet towel rotation, high flow cold water dousing); and no other emergency medical services are needed besides the rapid lowering of temperature, then always follow the "cool-first, transport second" doctrine.
12. **Advanced medical support.**

**If cold water immersion is not available or feasible given the constraints of the task being performed, then cool via the best available means.** A good (although not optimal) highly portable alternative is a cooler filled with ice, water, and 12 towels. Place six ice/wet towels all over body and leave on for 2-3 minutes, then place those back in cooler and put the six others on the patient. Continue this rotation every 2-3 minutes. Another alternative when a tub is not available is cold water dousing from a locker room shower or from a hose.

**These recommendations are adapted from:**

Casa DJ, McDermott BM, Lee EC, Yeargin SW, Armstrong LE, Maresh CM. Cold-water immersion: the gold standard for exertional heat stroke treatment. *Exercise and Sports Science Reviews*. 2007;35(3):141-149.

# Arlington Athletic Training

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## Venue Directions/Map

To reach Gyms 1+2, 3+4 (weight room), Athletic Training Room: from the roundabout off Rt. 55, make the first right and proceed along the east side of the building. Turn left into the rear parking lot and access the building through the rear (Sports Lobby) lobby directly across from the brick arch. Gyms 1+2 are straight down the hallway (green line on map), Gym 3+4 (weight room) is accessed by the hallway on the left and then the first right across from Athletic Training Room (Rm1232).

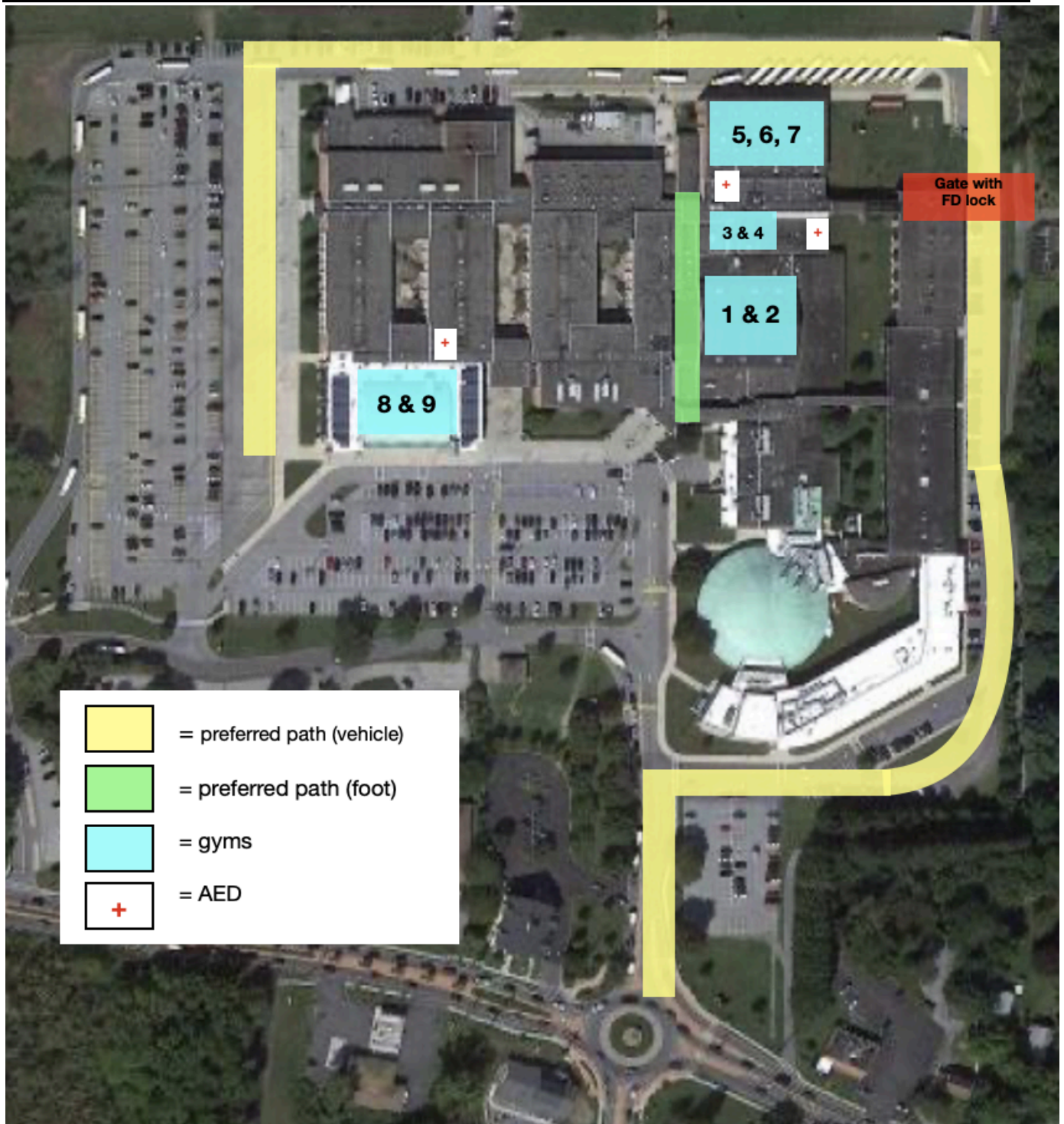
To reach Gyms 5+6+7 and all fields: from the roundabout off Rt. 55 make the first right and proceed along the east side of the building. Turn left into the rear parking lot and access the building through the rear (Sports Lobby) lobby directly across from the brick arch. Gyms 5+6+7 are directly to the left accessed through the rear lobby. Outdoor fields are located on the north side of the rear parking lot.

To reach the Maroon, Gold, and White Fields, the football practice fields, north softball, and throwing fields: turn right onto Admiral Ave and follow as far as necessary.

To reach Gyms 8+9 from the roundabout off Rt. 55, make the first right and proceed along the east side of the building. Turn left at the rear of the building and turn left at the west corner of the building.

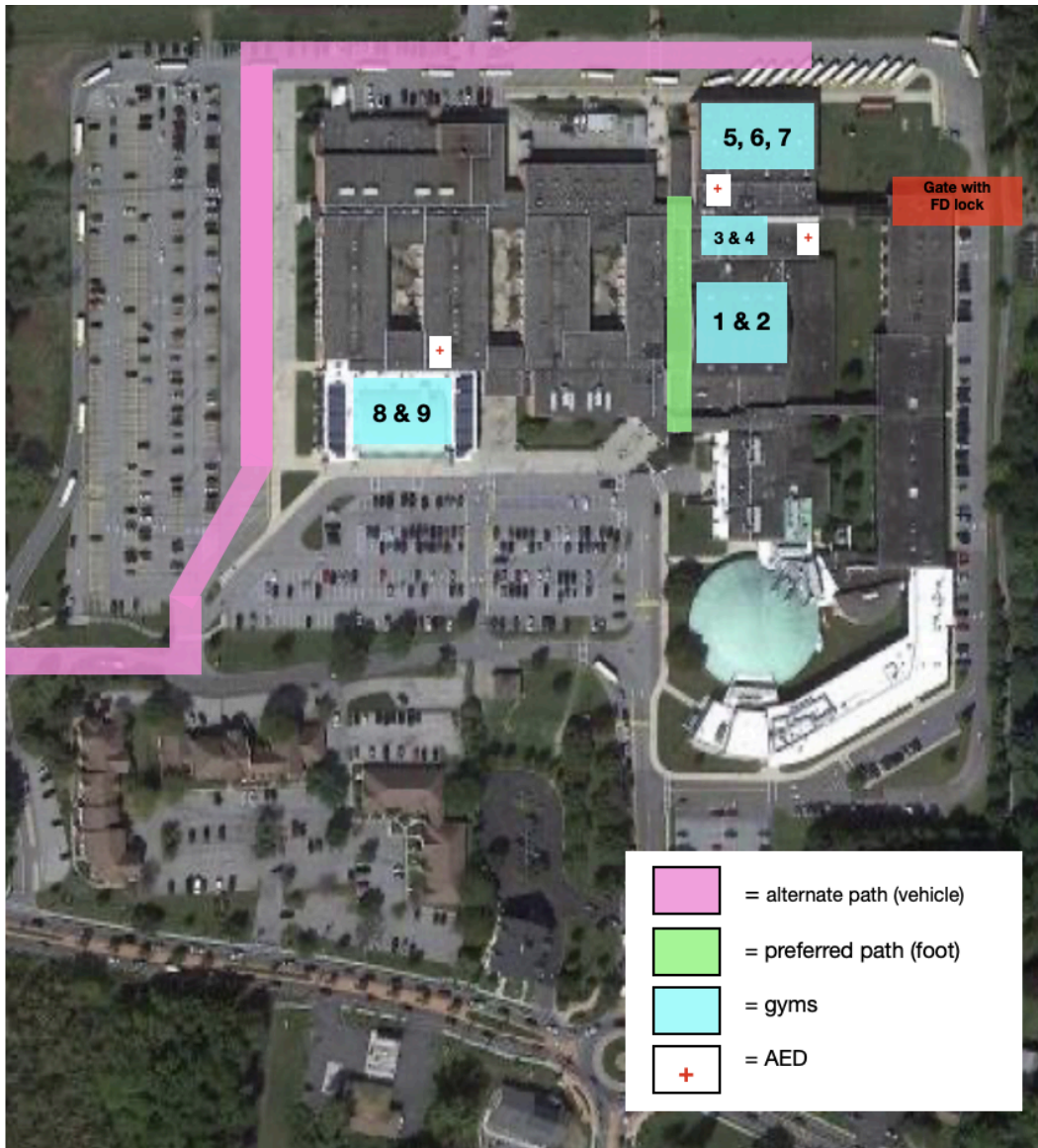
***\*These directions follow the established traffic flow and avoid potential congestion through the West (Student) parking lot. \****

# Arlington Athletic Training



# Arlington Athletic Training

## Alternate Venue Directions/Map (Fire Department Discretion)



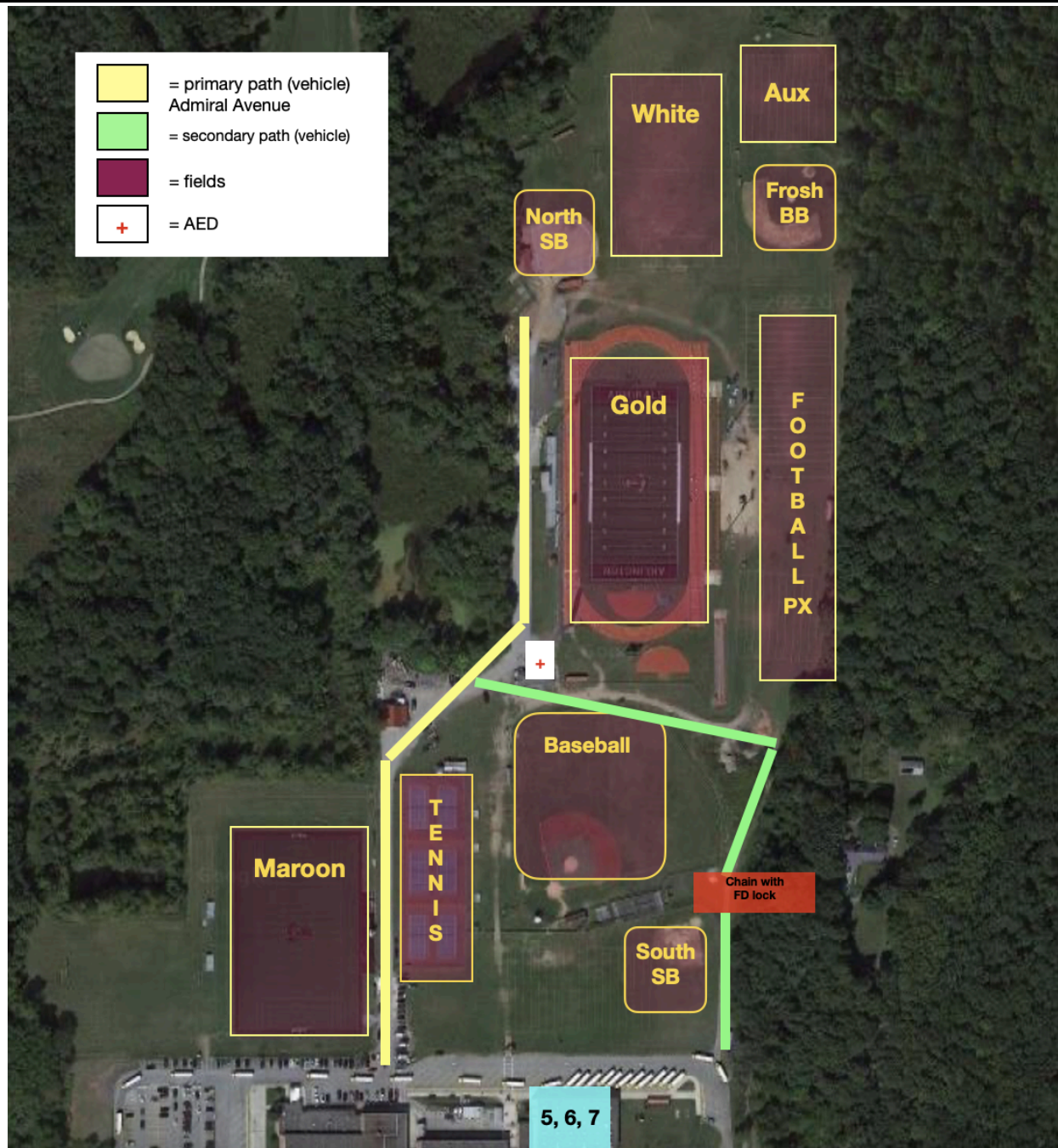
## Arlington Athletic Training

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To Reach Outdoor Fields: from Admiral Ave, the Maroon Field is directly left, the Gold Field is north and to the right, and the Tennis, Baseball, and South Softball fields are directly right. The North Softball field, Freshman Baseball, and White Field are all accessible from the far north end of Admiral Ave, past the metal gate, which should be open. The football practice field is to the right of the Gold Field. An AED is in the concession stand just north of the baseball field.



# Arlington Athletic Training



# Arlington Athletic Training

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## VENUE-SPECIFIC EMERGENCY ACTION PLANS

### Gold Field

**Emergency Personnel:** A certified **Athletic Trainer** is on-site for all practices and competitive events. Student Athletic Trainers may be present when supervised by a certified Athletic Trainer. In lieu of professionally trained medical staff, a coach may be the first responder tasked with contacting the Athletic Trainer/EMS.

**Emergency Communication:** Cell phones will be used to contact the **Athletic Trainers** or **EMS**. When multiple events are simultaneously occurring at separate fields, walkie-talkies may be provided to coaches and medical staff.

Emergency Phone Numbers:

- EMS: 9-1-1
- Athletic Trainers: Courtney Meester - (845) 392-8663  
Josh Chason - (845) 392-3493
- Athletic Director: Michael Cring - (845)-417-6046
- Asst. Athletic Director Fall/Spring: Colleen Napora - (845) 489-6323
- Asst. Athletic Director Winter: Michael Morano - (845) 416-0704
- Nurses Office: [p] 845-486-4860 ext. 31313
- Arlington Main Office: 845-486-4860
- Security Desk: 845-486-4860 ext. 31198

**Emergency Equipment:** First aid supplies (bandages, splints, crutches, immobilizers) can be found in the Athletic Trainer's kit (held on the Athletic Trainer's golf cart) or in the med kits provided to coaches at the beginning of each season.

An AED is brought by the Athletic Trainer to all practices and games. A backup AED is located inside the concession stand (through the door by the vending machines) just outside the entrance gate to the Gold Field.

EpiPens and rescue inhalers are not provided by the medical staff. Athletes with known allergies/asthma should always carry their prescribed medical devices with them. Likewise, athletes with diabetes are responsible for carrying their own blood-sugar monitors, insulin, or glucagon pens, however emergency glucose tablets are carried by the Athletic Trainers.

**Directions to EMS:** from the roundabout off Rt. 55 make the first right and proceed along the east side of the building. Turn left into the rear parking lot and outdoor fields are located on the north side of the rear parking lot. Turn right onto Admiral Ave, follow Admiral Ave just past the concession stand and turn right to access the field. Two sets of gates should already be open, permitting entrance onto the track and field.

**Roles of Emergency Care Team Members:**



## Arlington Athletic Training

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1. Highest member on the chain of command initiates immediate care/assessment of injured/ill athlete
2. Coaches and other emergency team members assist with crowd control and emergency equipment retrieval
3. The designated call person activates EMS (9-1-1); during football games, EMS will be on the field.
  - a. Describe to EMS:
    - i. location and nature of injury/illness (where are you, what is going on)
    - ii. status and identity of athlete (age, gender, sport, vitals, level of consciousness)
    - iii. who is speaking (your name and role) and what treatment, if any, is being rendered to the athlete (first aid, splinting, etc.)
    - iv. directions to the venue (explained above).
  - b. Ensure that all appropriate gates/doors are unlocked and open.
4. An assigned individual (coach, student Athletic Trainer, team member) is sent to meet/flag down EMS and direct them to the scene.
5. The athlete's parents are contacted and informed of the situation. If parents are not present, a coach or assistant coach will accompany the athlete to the hospital if transport is necessary. A parent can consent to meet their child at the hospital if directly spoken to over the phone.

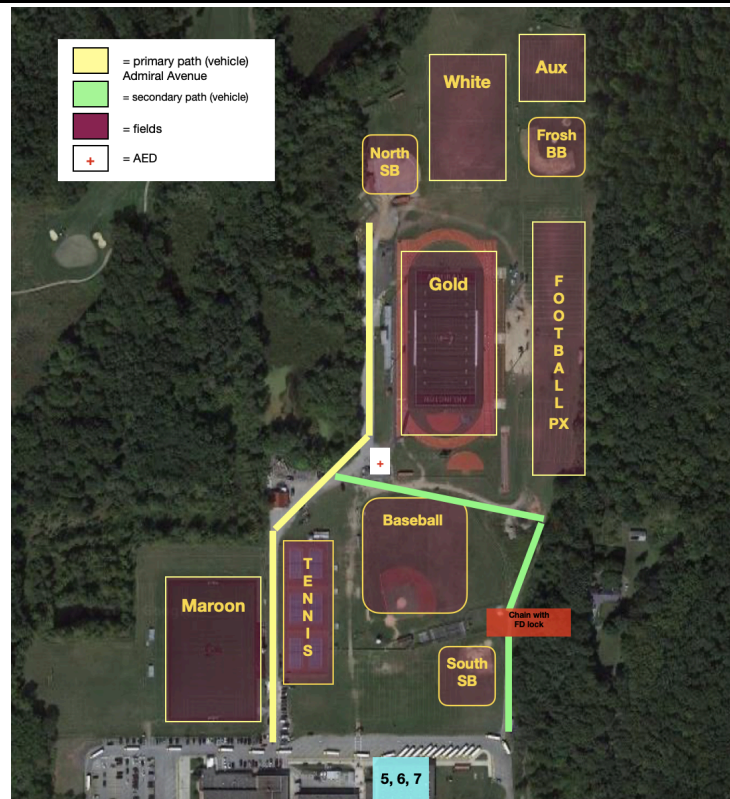
### **Safety Locations:**

In the event of lightning or severe thunderstorm warnings, enter the nearest building or school bus.

In the event of a fire or bomb threat, leave the facility and move to a safe location.

**Coaches are responsible for counting the players and making sure that everyone is accounted for.**

# Arlington Athletic Training



# Arlington Athletic Training

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## Maroon Field

**Emergency Personnel:** A certified Athletic Trainer is on-site for all practices and competitive events. Student Athletic Trainers may be present when supervised by a certified Athletic Trainer. In lieu of professionally trained medical staff, a coach may be the first responder tasked with contacting the Athletic Trainer/EMS.

**Emergency Communication:** Cell phones will be used to contact the **Athletic Trainers** or **EMS**. When multiple events are simultaneously occurring at separate fields, walkie-talkies may be provided to coaches and medical staff.

Emergency Phone Numbers:

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**Emergency Equipment:** First aid supplies (bandages, splints, crutches, immobilizers) can be found in the Athletic Trainer's kit (held on the Athletic Trainer's golf cart) or in the med kits provided to coaches at the beginning of each season.

An AED is brought by the Athletic Trainer to all practices and games. A backup AED is located inside the concession stand (through the door by the vending machines) just outside the entrance gate to the Gold Field.

EpiPens and rescue inhalers are not provided by the medical staff. Athletes with known allergies/asthma should always carry their prescribed medical devices with them. Likewise, athletes with diabetes are responsible for carrying their own blood-sugar monitors, insulin, or glucagon pens, however emergency glucose tablets are carried by the Athletic Trainers.

**Directions to EMS:** from the roundabout off Rt. 55 make the first right and proceed along the east side of the building. Turn left into the rear parking lot and outdoor fields are located on the north side of the rear parking lot. Turn right onto Admiral Ave, the Maroon Field is directly on the left.

**Roles of Emergency Care Team Members:**

1. Highest member on the chain of command initiates immediate care/assessment of injured/ill athlete
2. Coaches and other emergency team members assist with crowd control and emergency equipment retrieval

## Arlington Athletic Training

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3. The designated call person activates EMS (9-1-1); during football games, EMS will be on the field.
  - a. Describe to EMS:
    - i. location and nature of injury/illness (where are you, what is going on)
    - ii. status and identity of athlete (age, gender, sport, vitals, level of consciousness)
    - iii. who is speaking (your name and role) and what treatment, if any, is being rendered to the athlete (first aid, splinting, etc.)
    - iv. directions to the venue (explained above).
  - b. Ensure that all appropriate gates/doors are unlocked and open.
4. An assigned individual (coach, student Athletic Trainer, team member) is sent to meet/flag down EMS and direct them to the scene.
5. The athlete's parents are contacted and informed of the situation. If parents are not present, a coach or assistant coach will accompany the athlete to the hospital if transport is necessary. A parent can consent to meet their child at the hospital if directly spoken to over the phone.

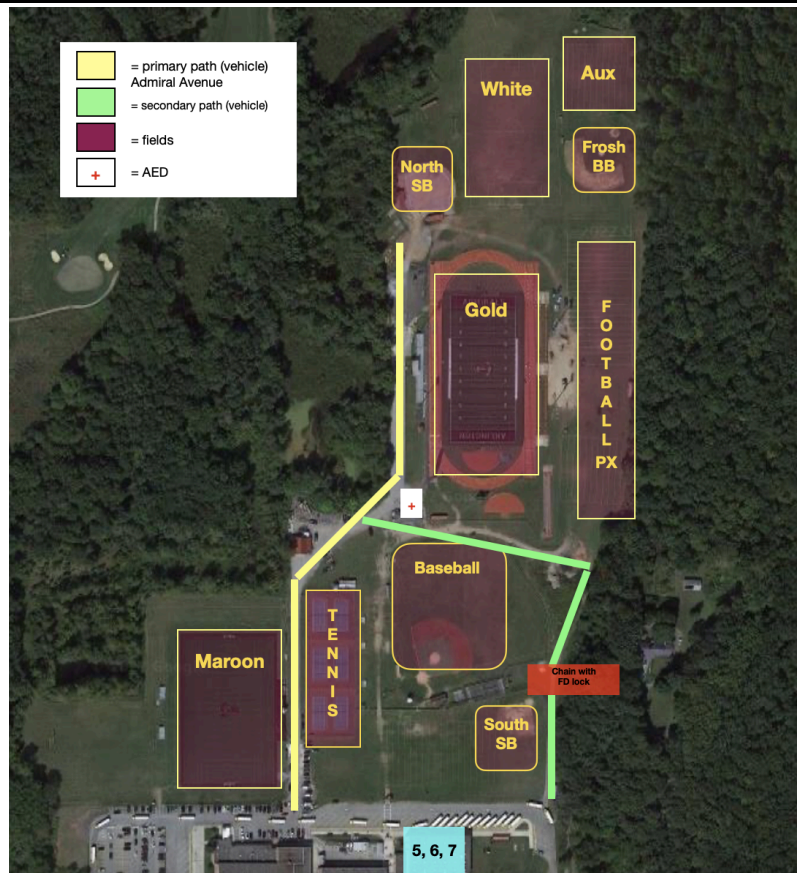
### **Safety Locations:**

In the event of lightning or severe thunderstorm warnings, enter the nearest building or school bus.

In the event of a fire or bomb threat, leave the facility and move to a safe location.

**Coaches are responsible for counting the players and making sure that everyone is accounted for.**

# Arlington Athletic Training



# Arlington Athletic Training

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## Tennis Courts

**Emergency Personnel:** A certified Athletic Trainer is on-site for all practices and competitive events. Student Athletic Trainers may be present when supervised by a certified Athletic Trainer. In lieu of professionally trained medical staff, a coach may be the first responder tasked with contacting the Athletic Trainer/EMS.

**Emergency Communication:** Cell phones will be used to contact the **Athletic Trainers** or **EMS**. When multiple events are simultaneously occurring at separate fields, walkie-talkies may be provided to coaches and medical staff.

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An AED is brought by the Athletic Trainer to all practices and games. A backup AED is located inside the concession stand (through the door by the vending machines) just outside the entrance gate to the Gold Field.

EpiPens and rescue inhalers are not provided by the medical staff. Athletes with known allergies/asthma should always carry their prescribed medical devices with them. Likewise, athletes with diabetes are responsible for carrying their own blood-sugar monitors, insulin, or glucagon pens, however emergency glucose tablets are carried by the Athletic Trainers.

**Directions to EMS:** from the roundabout off Rt. 55 make the first right and proceed along the east side of the building. Turn left into the rear parking lot and outdoor fields are located on the north side of the rear parking lot. Turn right onto Admiral Ave, the Tennis Courts are directly on the right.

**Roles of Emergency Care Team Members:**

1. Highest member on the chain of command initiates immediate care/assessment of injured/ill athlete
2. Coaches and other emergency team members assist with crowd control and emergency equipment retrieval

## Arlington Athletic Training

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3. The designated call person activates EMS (9-1-1); during football games, EMS will be on the field.
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    - ii. status and identity of athlete (age, gender, sport, vitals, level of consciousness)
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4. An assigned individual (coach, student Athletic Trainer, team member) is sent to meet/flag down EMS and direct them to the scene.
5. The athlete's parents are contacted and informed of the situation. If parents are not present, a coach or assistant coach will accompany the athlete to the hospital if transport is necessary. A parent can consent to meet their child at the hospital if directly spoken to over the phone.

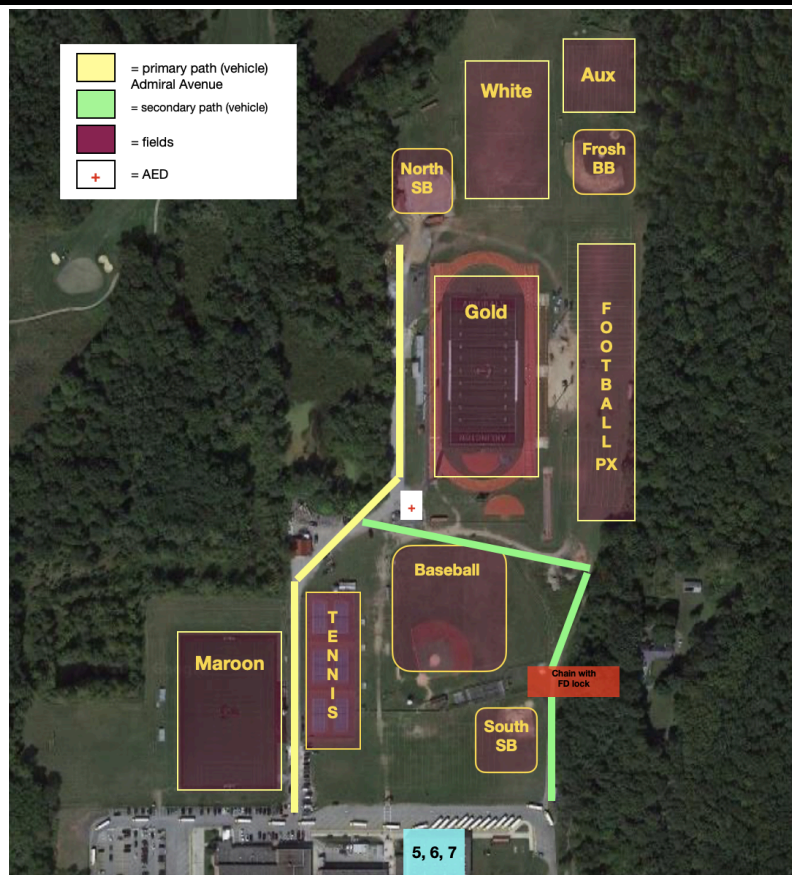
### **Safety Locations:**

In the event of lightning or severe thunderstorm warnings, enter the nearest building or school bus.

In the event of a fire or bomb threat, leave the facility and move to a safe location.

**Coaches are responsible for counting the players and making sure that everyone is accounted for.**

# Arlington Athletic Training



## White Field/North Softball/Freshman Baseball

**Emergency Personnel:** A certified Athletic Trainer is on-site for all practices and competitive events. Student Athletic Trainers may be present when supervised by a certified Athletic Trainer. In lieu of professionally trained medical staff, a coach may be the first responder tasked with contacting the Athletic Trainer/EMS.

**Emergency Communication:** Cell phones will be used to contact the **Athletic Trainers** or **EMS**. When multiple events are simultaneously occurring at separate fields, walkie-talkies may be provided to coaches and medical staff.

### Emergency Phone Numbers:

- EMS: 9-1-1
- Athletic Trainers: Courtney Meester - (845) 392-8663  
Josh Chason - (845) 392-3493
- Athletic Director: Michael Cring - (845)-417-6046
- Asst. Athletic Director Fall/Spring: Colleen Napora - (845) 489-6323
- Asst. Athletic Director Winter: Michael Morano - (845) 416-0704
- Nurses Office: [p] 845-486-4860 ext. 31313
- Arlington Main Office: 845-486-4860
- Security Desk: 845-486-4860 ext. 31198



# Arlington Athletic Training

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**Emergency Equipment:** First aid supplies (bandages, splints, crutches, immobilizers) can be found in the Athletic Trainer's kit (held on the Athletic Trainer's golf cart) or in the med kits provided to coaches at the beginning of each season.

An AED is brought by the Athletic Trainer to all practices and games. A backup AED is located inside the concession stand (through the door by the vending machines) just outside the entrance gate to the Gold Field.

EpiPens and rescue inhalers are not provided by the medical staff. Athletes with known allergies/asthma should always carry their prescribed medical devices with them. Likewise, athletes with diabetes are responsible for carrying their own blood-sugar monitors, insulin, or glucagon pens, however emergency glucose tablets are carried by the Athletic Trainers.

**Directions to EMS:** from the roundabout off Rt. 55 make the first right and proceed along the east side of the building. Turn left into the rear parking lot and outdoor fields are located on the north side of the rear parking lot. Turn right onto Admiral Ave, the North Softball Field is the first stop, directly in front of the gate; the Freshman Baseball field is to the right; and the White Field is straight back, behind and between the softball and baseball fields.

## **Roles of Emergency Care Team Members:**

1. Highest member on the chain of command initiates immediate care/assessment of injured/ill athlete
2. Coaches and other emergency team members assist with crowd control and emergency equipment retrieval
3. The designated call person activates EMS (9-1-1); during football games, EMS will be on the field.
  - a. Describe to EMS:
    - i. location and nature of injury/illness (where are you, what is going on)
    - ii. status and identity of athlete (age, gender, sport, vitals, level of consciousness)
    - iii. who is speaking (your name and role) and what treatment, if any, is being rendered to the athlete (first aid, splinting, etc.)
    - iv. directions to the venue (explained above).
  - b. Ensure that all appropriate gates/doors are unlocked and open.
4. An assigned individual (coach, student Athletic Trainer, team member) is sent to meet/flag down EMS and direct them to the scene.
5. The athlete's parents are contacted and informed of the situation. If parents are not present, a coach or assistant coach will accompany the athlete to the hospital if transport is necessary. A parent can consent to meet their child at the hospital if directly spoken to over the phone.

## **Safety Locations:**

In the event of lightning or severe thunderstorm warnings, enter the nearest building or school bus.

# Arlington Athletic Training

In the event of a fire or bomb threat, leave the facility and move to a safe location.

**Coaches are responsible for counting the players and making sure that everyone is accounted for.**



# Arlington Athletic Training

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## Baseball Field/South Softball

**Emergency Personnel:** A certified Athletic Trainer is on-site for all practices and competitive events. Student Athletic Trainers may be present when supervised by a certified Athletic Trainer. In lieu of professionally trained medical staff, a coach may be the first responder tasked with contacting the Athletic Trainer/EMS.

**Emergency Communication:** Cell phones will be used to contact the **Athletic Trainers** or **EMS**. When multiple events are simultaneously occurring at separate fields, walkie-talkies may be provided to coaches and medical staff.

Emergency Phone Numbers:

- EMS: 9-1-1
- Athletic Trainers: Courtney Meester - (845) 392-8663  
Josh Chason - (845) 392-3493
- Athletic Director: Michael Cring - (845)-417-6046
- Asst. Athletic Director Fall/Spring: Colleen Napora - (845) 489-6323
- Asst. Athletic Director Winter: Michael Morano - (845) 416-0704
- Nurses Office: [p] 845-486-4860 ext. 31313
- Arlington Main Office: 845-486-4860
- Security Desk: 845-486-4860 ext. 31198

**Emergency Equipment:** First aid supplies (bandages, splints, crutches, immobilizers) can be found in the Athletic Trainer's kit (held on the Athletic Trainer's golf cart) or in the med kits provided to coaches at the beginning of each season.

An AED is brought by the Athletic Trainer to all practices and games. A backup AED is located inside the concession stand (through the door by the vending machines) just outside the entrance gate to the Gold Field.

EpiPens and rescue inhalers are not provided by the medical staff. Athletes with known allergies/asthma should always carry their prescribed medical devices with them. Likewise, athletes with diabetes are responsible for carrying their own blood-sugar monitors, insulin, or glucagon pens, however emergency glucose tablets are carried by the Athletic Trainers.

**Directions to EMS** from the roundabout off Rt. 55 make the first right and proceed along the east side of the building. Turn left into the rear parking lot and outdoor fields are located on the north side of the rear parking lot. The South Softball Field is directly across from the building; the Baseball Field is behind the softball field and has access from two points – one around the backstop of the softball field (best option for the ambulance), and one through the fence to the right of the tennis courts.

**Roles of Emergency Care Team Members:**

1. Highest member on the chain of command initiates immediate care/assessment of injured/ill athlete

## Arlington Athletic Training

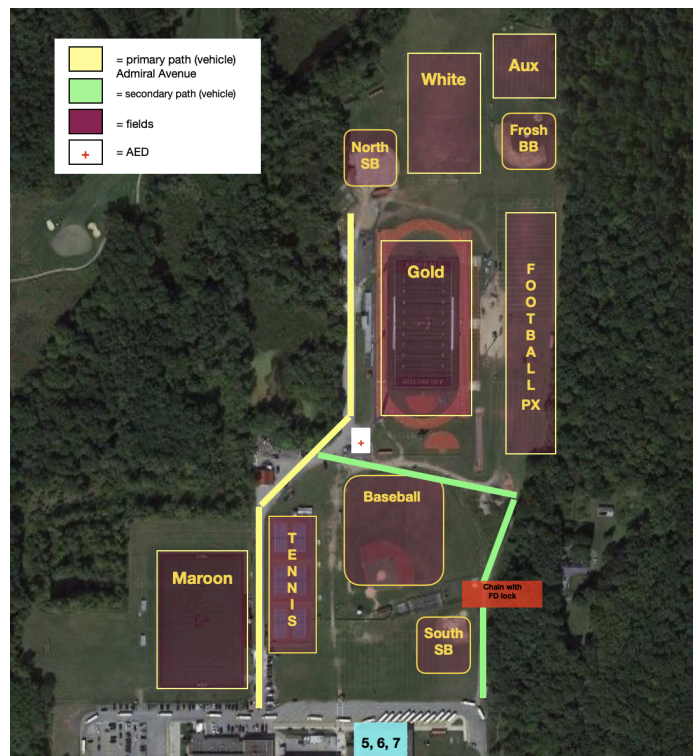
2. Coaches and other emergency team members assist with crowd control and emergency equipment retrieval
3. The designated call person activates EMS (9-1-1); during football games, EMS will be on the field.
  - a. Describe to EMS:
    - i. location and nature of injury/illness (where are you, what is going on)
    - ii. status and identity of athlete (age, gender, sport, vitals, level of consciousness)
    - iii. who is speaking (your name and role) and what treatment, if any, is being rendered to the athlete (first aid, splinting, etc.)
    - iv. directions to the venue (explained above).
  - b. Ensure that all appropriate gates/doors are unlocked and open.
4. An assigned individual (coach, student Athletic Trainer, team member) is sent to meet/flag down EMS and direct them to the scene.
5. The athlete's parents are contacted and informed of the situation. If parents are not present, a coach or assistant coach will accompany the athlete to the hospital if transport is necessary. A parent can consent to meet their child at the hospital if directly spoken to over the phone.

### Safety Locations:

In the event of lightning or severe thunderstorm warnings, enter the nearest building or school bus.

In the event of a fire or bomb threat, leave the facility and move to a safe location.

**Coaches are responsible for counting the players and making sure that everyone is accounted for.**



# Arlington Athletic Training

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## Gyms 1, 2

**Emergency Personnel:** A certified Athletic Trainer is on-site for all practices and competitive events. Student Athletic Trainers may be present when supervised by a certified Athletic Trainer. In lieu of professionally trained medical staff, a coach may be the first responder tasked with contacting the Athletic Trainer/EMS.

**Emergency Communication:** Cell phones will be used to contact the **Athletic Trainers** or **EMS**. When multiple events are simultaneously occurring at separate fields, walkie-talkies may be provided to coaches and medical staff.

Emergency Phone Numbers:

- EMS: 9-1-1
- Athletic Trainers: Courtney Meester - (845) 392-8663  
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- Athletic Director: Michael Cring - (845)-417-6046
- Asst. Athletic Director Fall/Spring: Colleen Napora - (845) 489-6323
- Asst. Athletic Director Winter: Michael Morano - (845) 416-0704
- Nurses Office: [p] 845-486-4860 ext. 31313
- Arlington Main Office: 845-486-4860
- Security Desk: 845-486-4860 ext. 31198

**Emergency Equipment:** First aid supplies (bandages, splints, crutches, immobilizers) can be found in the Athletic Trainer's kit (held on the Athletic Trainer's golf cart) or in the med kits provided to coaches at the beginning of each season.

An AED is brought by the Athletic Trainer to all practices and games. A backup AED is located at the corner across from gyms 5 and 6, at the end of the hall of black-and-white athletic photos.

EpiPens and rescue inhalers are not provided by the medical staff. Athletes with known allergies/asthma should always carry their prescribed medical devices with them. Likewise, athletes with diabetes are responsible for carrying their own blood-sugar monitors, insulin, or glucagon pens, however emergency glucose tablets are carried by the Athletic Trainers.

**Directions to EMS:** from the roundabout off Rt. 55, make the first right and proceed along the east side of the building. Turn left into the rear parking lot and access the building through the rear (Sports Lobby) lobby directly across from the brick arch. Gyms 1+2 are straight down the hallway (green line on map).

**Roles of Emergency Care Team Members:**

1. Highest member on the chain of command initiates immediate care/assessment of injured/ill athlete
2. Coaches and other emergency team members assist with crowd control and emergency equipment retrieval

## Arlington Athletic Training

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3. The designated call person activates EMS (9-1-1); during football games, EMS will be on the field.
  - a. Describe to EMS:
    - i. location and nature of injury/illness (where are you, what is going on)
    - ii. status and identity of athlete (age, gender, sport, vitals, level of consciousness)
    - iii. who is speaking (your name and role) and what treatment, if any, is being rendered to the athlete (first aid, splinting, etc.)
    - iv. directions to the venue (explained above).
  - b. Ensure that all appropriate gates/doors are unlocked and open.
4. An assigned individual (coach, student Athletic Trainer, team member) is sent to meet/flag down EMS and direct them to the scene.
5. The athlete's parents are contacted and informed of the situation. If parents are not present, a coach or assistant coach will accompany the athlete to the hospital if transport is necessary. A parent can consent to meet their child at the hospital if directly spoken to over the phone.

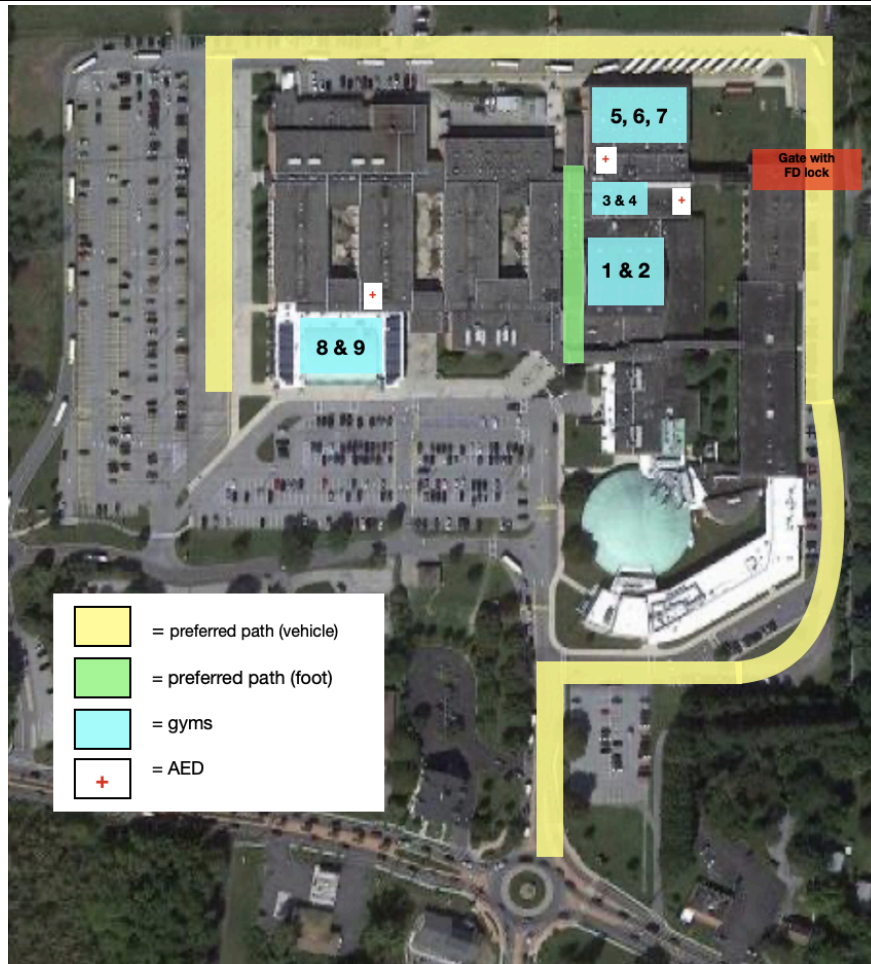
### **Safety Locations:**

In the event of lightning or severe thunderstorm warnings, enter the nearest building or school bus.

In the event of a fire or bomb threat, leave the facility and move to a safe location.

**Coaches are responsible for counting the players and making sure that everyone is accounted for.**

# Arlington Athletic Training



# Arlington Athletic Training

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## Gyms 5, 6, 7

**Emergency Personnel:** A certified Athletic Trainer is on-site for all practices and competitive events. Student Athletic Trainers may be present when supervised by a certified Athletic Trainer. In lieu of professionally trained medical staff, a coach may be the first responder tasked with contacting the Athletic Trainer/EMS.

**Emergency Communication:** Cell phones will be used to contact the **Athletic Trainers** or **EMS**. When multiple events are simultaneously occurring at separate fields, walkie-talkies may be provided to coaches and medical staff.

Emergency Phone Numbers:

- EMS: 9-1-1
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Josh Chason - (845) 392-3493
- Athletic Director: Michael Cring - (845)-417-6046
- Asst. Athletic Director Fall/Spring: Colleen Napora - (845) 489-6323
- Asst. Athletic Director Winter: Michael Morano - (845) 416-0704
- Nurses Office: [p] 845-486-4860 ext. 31313
- Arlington Main Office: 845-486-4860
- Security Desk: 845-486-4860 ext. 31198

**Emergency Equipment:** First aid supplies (bandages, splints, crutches, immobilizers) can be found in the Athletic Trainer's kit (held on the Athletic Trainer's golf cart) or in the med kits provided to coaches at the beginning of each season.

An AED is brought by the Athletic Trainer to all practices and games. A backup AED is located at the corner across from gyms 5 and 6, at the end of the hall of black-and-white athletic photos.

EpiPens and rescue inhalers are not provided by the medical staff. Athletes with known allergies/asthma should always carry their prescribed medical devices with them. Likewise, athletes with diabetes are responsible for carrying their own blood-sugar monitors, insulin, or glucagon pens, however emergency glucose tablets are carried by the Athletic Trainers.

**Directions to EMS:** from the roundabout off Rt. 55 make the first right and proceed along the east side of the building. Turn left into the rear parking lot and access the building through the rear (Sports Lobby) lobby directly across from the brick arch. Gyms 5+6+7 are directly to the left accessed through the rear lobby.

**Roles of Emergency Care Team Members:**

1. Highest member on the chain of command initiates immediate care/assessment of injured/ill athlete
2. Coaches and other emergency team members assist with crowd control and emergency equipment retrieval



## Arlington Athletic Training

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3. The designated call person activates EMS (9-1-1); during football games, EMS will be on the field.
  - a. Describe to EMS:
    - i. location and nature of injury/illness (where are you, what is going on)
    - ii. status and identity of athlete (age, gender, sport, vitals, level of consciousness)
    - iii. who is speaking (your name and role) and what treatment, if any, is being rendered to the athlete (first aid, splinting, etc.)
    - iv. directions to the venue (explained above).
  - b. Ensure that all appropriate gates/doors are unlocked and open.
4. An assigned individual (coach, student Athletic Trainer, team member) is sent to meet/flag down EMS and direct them to the scene.
5. The athlete's parents are contacted and informed of the situation. If parents are not present, a coach or assistant coach will accompany the athlete to the hospital if transport is necessary. A parent can consent to meet their child at the hospital if directly spoken to over the phone.

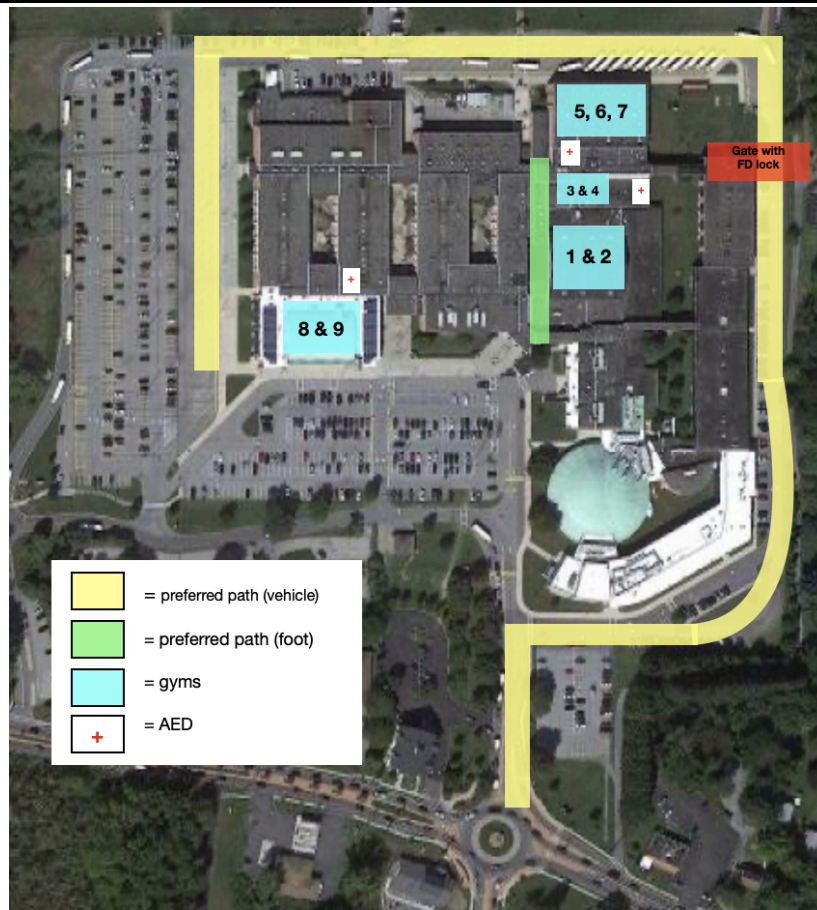
### **Safety Locations:**

In the event of lightning or severe thunderstorm warnings, enter the nearest building or school bus.

In the event of a fire or bomb threat, leave the facility and move to a safe location.

**Coaches are responsible for counting the players and making sure that everyone is accounted for.**

# Arlington Athletic Training



# Arlington Athletic Training

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## Gyms 8, 9

**Emergency Personnel:** A certified Athletic Trainer is on-site for all practices and competitive events. Student Athletic Trainers may be present when supervised by a certified Athletic Trainer. In lieu of professionally trained medical staff, a coach may be the first responder tasked with contacting the Athletic Trainer/EMS.

**Emergency Communication:** Cell phones will be used to contact the **Athletic Trainers** or **EMS**. When multiple events are simultaneously occurring at separate fields, walkie-talkies may be provided to coaches and medical staff.

Emergency Phone Numbers:

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Josh Chason - (845) 392-3493
- Athletic Director: Michael Cring - (845)-417-6046
- Asst. Athletic Director Fall/Spring: Colleen Napora - (845) 489-6323
- Asst. Athletic Director Winter: Michael Morano - (845) 416-0704
- Nurses Office: [p] 845-486-4860 ext. 31313
- Arlington Main Office: 845-486-4860
- Security Desk: 845-486-4860 ext. 31198

**Emergency Equipment:** First aid supplies (bandages, splints, crutches, immobilizers) can be found in the Athletic Trainer's kit (held on the Athletic Trainer's golf cart) or in the med kits provided to coaches at the beginning of each season.

An AED is brought by the Athletic Trainer to all practices and games. A backup AED is located at the corner across from gyms 5 and 6, at the end of the hall of black-and-white athletic photos.

EpiPens and rescue inhalers are not provided by the medical staff. Athletes with known allergies/asthma should always carry their prescribed medical devices with them. Likewise, athletes with diabetes are responsible for carrying their own blood-sugar monitors, insulin, or glucagon pens, however emergency glucose tablets are carried by the Athletic Trainers.

**Directions to EMS:** from the roundabout off Rt. 55, make the first right and proceed along the east side of the building. Turn left at the rear of the building and turn left at the west corner of the building.

**Roles of Emergency Care Team Members:**

1. Highest member on the chain of command initiates immediate care/assessment of injured/ill athlete
2. Coaches and other emergency team members assist with crowd control and emergency equipment retrieval
3. The designated call person activates EMS (9-1-1); during football games, EMS will be on the field.

## Arlington Athletic Training

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- a. Describe to EMS:
  - i. location and nature of injury/illness (where are you, what is going on)
  - ii. status and identity of athlete (age, gender, sport, vitals, level of consciousness)
  - iii. who is speaking (your name and role) and what treatment, if any, is being rendered to the athlete (first aid, splinting, etc.)
  - iv. directions to the venue (explained above).
- b. Ensure that all appropriate gates/doors are unlocked and open.
4. An assigned individual (coach, student Athletic Trainer, team member) is sent to meet/flag down EMS and direct them to the scene.
5. The athlete's parents are contacted and informed of the situation. If parents are not present, a coach or assistant coach will accompany the athlete to the hospital if transport is necessary. A parent can consent to meet their child at the hospital if directly spoken to over the phone.

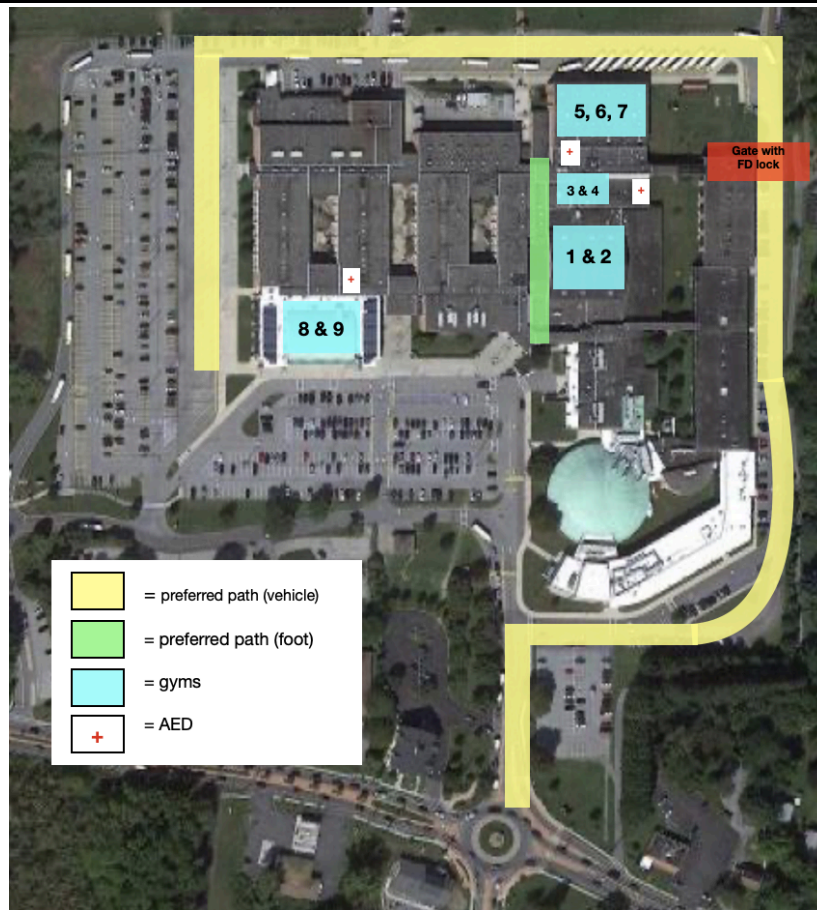
### **Safety Locations:**

In the event of lightning or severe thunderstorm warnings, enter the nearest building or school bus.

In the event of a fire or bomb threat, leave the facility and move to a safe location.

**Coaches are responsible for counting the players and making sure that everyone is accounted for.**

# Arlington Athletic Training



# Arlington Athletic Training

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## Weight Room (Gyms 3, 4)

**Emergency Personnel:** A certified Athletic Trainer is on-site for all practices and competitive events. Student Athletic Trainers may be present when supervised by a certified Athletic Trainer. In lieu of professionally trained medical staff, a coach may be the first responder tasked with contacting the Athletic Trainer/EMS.

**Emergency Communication:** Cell phones will be used to contact the **Athletic Trainers** or **EMS**. When multiple events are simultaneously occurring at separate fields, walkie-talkies may be provided to coaches and medical staff.

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- Nurses Office: [p] 845-486-4860 ext. 31313
- Arlington Main Office: 845-486-4860
- Security Desk: 845-486-4860 ext. 31198

**Emergency Equipment:** First aid supplies (bandages, splints, crutches, immobilizers) can be found in the Athletic Trainer's kit (held on the Athletic Trainer's golf cart) or in the med kits provided to coaches at the beginning of each season.

An AED is brought by the Athletic Trainer to all practices and games. A backup AED is located at the corner across from gyms 5 and 6, at the end of the hall of black-and-white athletic photos.

EpiPens and rescue inhalers are not provided by the medical staff. Athletes with known allergies/asthma should always carry their prescribed medical devices with them. Likewise, athletes with diabetes are responsible for carrying their own blood-sugar monitors, insulin, or glucagon pens, however emergency glucose tablets are carried by the Athletic Trainers.

**Directions to EMS:** from the roundabout off Rt. 55, make the first right and proceed along the east side of the building. Turn left into the rear parking lot and access the building through the rear (Sports Lobby) lobby directly across from the brick arch. Gym 3+4 (weight room) is accessed from the hallway on the left then the alcove across from the girls' locker room or by making the next right and accessing the door across from Athletic Training Room (Rm1232).

**Roles of Emergency Care Team Members:**

1. Highest member on the chain of command initiates immediate care/assessment of injured/ill athlete

## Arlington Athletic Training

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2. Coaches and other emergency team members assist with crowd control and emergency equipment retrieval
3. The designated call person activates EMS (9-1-1); during football games, EMS will be on the field.
  - a. Describe to EMS:
    - i. location and nature of injury/illness (where are you, what is going on)
    - ii. status and identity of athlete (age, gender, sport, vitals, level of consciousness)
    - iii. who is speaking (your name and role) and what treatment, if any, is being rendered to the athlete (first aid, splinting, etc.)
    - iv. directions to the venue (explained above).
  - b. Ensure that all appropriate gates/doors are unlocked and open.
4. An assigned individual (coach, student Athletic Trainer, team member) is sent to meet/flag down EMS and direct them to the scene.
5. The athlete's parents are contacted and informed of the situation. If parents are not present, a coach or assistant coach will accompany the athlete to the hospital if transport is necessary. A parent can consent to meet their child at the hospital if directly spoken to over the phone.

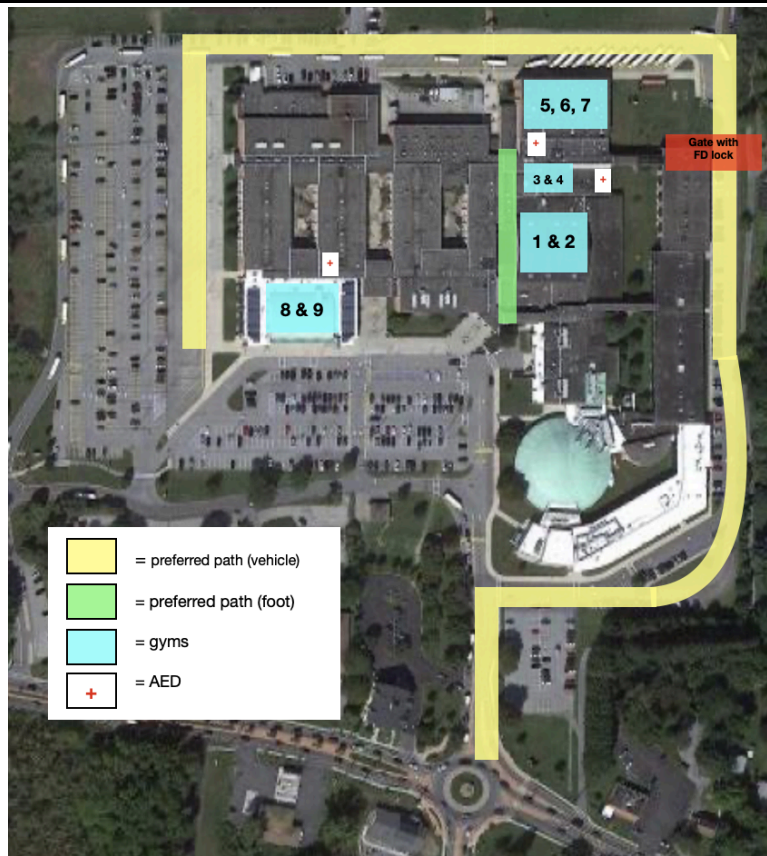
### **Safety Locations:**

In the event of lightning or severe thunderstorm warnings, enter the nearest building or school bus.

In the event of a fire or bomb threat, leave the facility and move to a safe location.

**Coaches are responsible for counting the players and making sure that everyone is accounted for.**

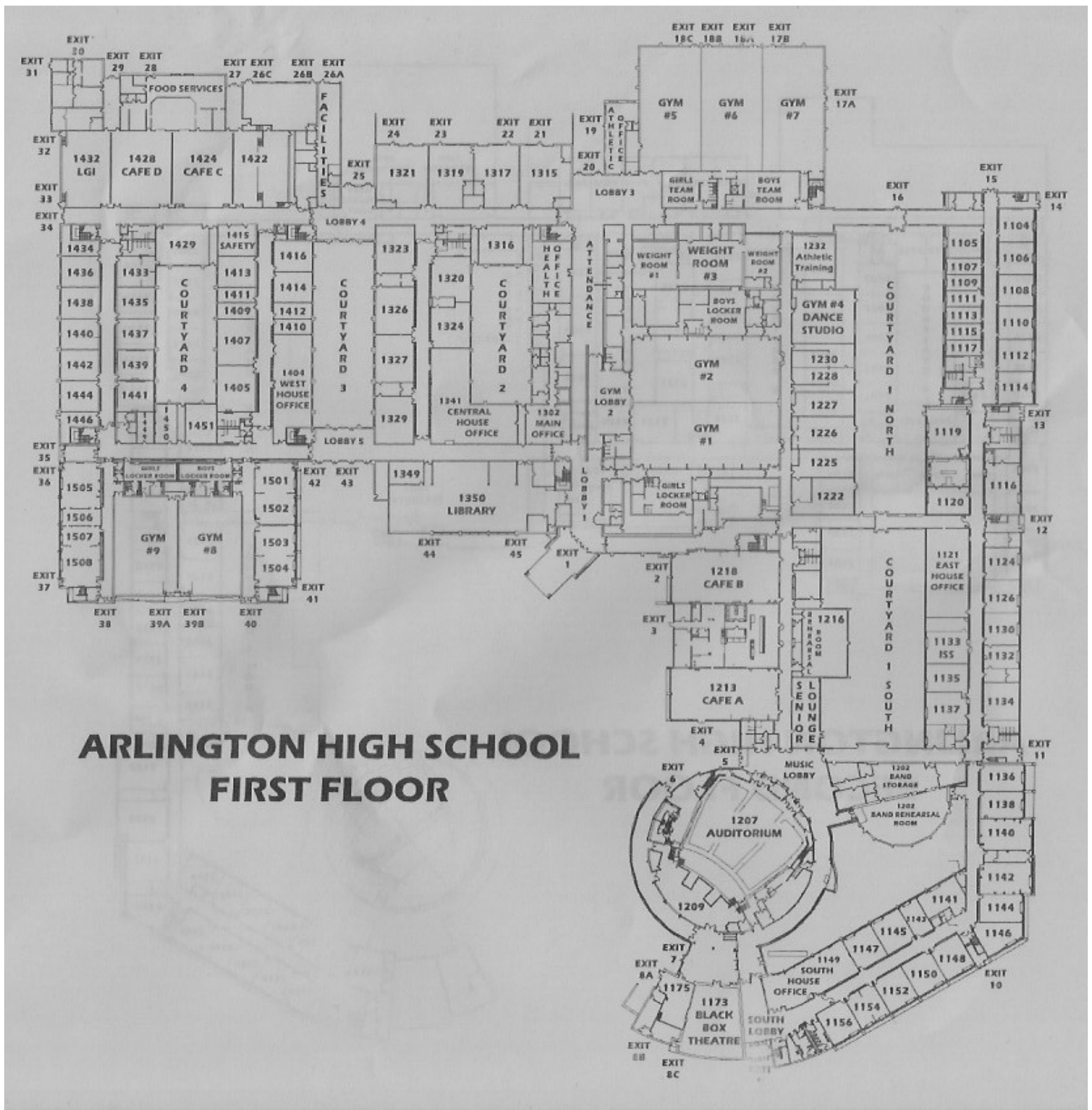
# Arlington Athletic Training





# Arlington Athletic Training

## APPENDIX



## ARLINGTON HIGH SCHOOL SECOND FLOOR

