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REGULATION #2431.1 EMERGENCY PROCEDURES FOR ATHLETIC PRACTICES AND COMPETITIONS

A. Definitions

1. "Athletic competition" and "athletic activities" mean all practice sessions and competitive contests, games, events, and exhibitions with individual pupils or teams of one or more schools of this district or of other districts and include cheer leading.
2. "Health personnel" means the school nurse, the school medical inspector, the designated team doctor, a licensed physician, the athletic trainer and emergency medical technicians or ambulance team.
3. "Parent" means the parent or parents or guardian having legal custody and control of a pupil.
4. "Pupil" means a pupil enrolled in this district and a pupil enrolled in any district who is present in this district for the purpose of participating in a program of athletic competition sponsored by the Board of Education.

B. Precautions

1. All athletic coaches, including assistant coaches, are highly recommended to be trained in first aid/CPR and in the identification of injured and disabled pupil athletes.
2. Athletic coaches are responsible at all times for the supervision of pupils to whom they have been assigned. Pupils shall not be left unattended at any time.
3. Pupils who participate in athletic competition shall be trained in proper athletic procedures, in the proper use of athletic equipment, and in the proper use of protective equipment and clothing.
4. Pupil athletes shall be required to report promptly to the athletic coach and/or athletic trainer any injury or disability occurring to the pupil himself or herself or to another pupil.
5. First aid supplies and equipment shall be readily available at all athletic activities and shall be maintained in proper condition by the athletic trainer.
6. The athletic trainer shall be available for home scheduled athletic activities. If the athletic trainer is unavailable, a qualified substitute shall be acquired to cover such events.

C. Emergency procedures

The following procedures shall be implemented whenever a pupil athlete is injured or disabled in the course of an athletic practice or competition sponsored by this district.

1. The athletic coach shall immediately notify the health personnel present at the activity and the health personnel shall assume responsibility for the emergency treatment of the pupil.
2. If no health personnel are present, or if none can be immediately summoned to the pupil's aid, the athletic coach shall follow the emergency plan protocol and administer such first aid as may be necessary.
3. If the pupil's injury or disability requires more than routine first aid, the athletic coach shall
 - a. Summon an ambulance by calling 911.
 - b. Arrange for the pupil's transportation to the Hospital.
4. The athletic coach or his or her designee shall promptly notify the athletic trainer, the Athletic Director, and the pupil's parent of the pupil's injury or disability and the condition and location of the pupil.
5. An injured or disabled pupil who has been transported away from school premises must be accompanied by the athletic coach, a member of the athletic department, a health professional, or other responsible adult known to the athletic coach.
6. These procedures shall be followed when the injured or disabled pupil is a member of a visiting team or district, and every effort shall be made to cooperate with the staff of the district in which the pupil is enrolled.

D. Reports

1. The athletic coach shall complete and file a report of every injury or disability that occurs to a pupil in the course of his or her participation in the athletic program of this district, regardless of the severity of the injury or disability. The report shall include
 - a. The date of the incident;
 - b. The name, age, grade level, and gender of each injured or disabled pupil;
 - c. The district in which the pupil is enrolled;
 - d. The name and district of each pupil involved in the incident;
 - e. A narrative account of the incident;
 - f. A detailed description of the injury or disability;
 - g. The treatment given on school premises and the names of the health personnel, if any, who treated the pupil;
 - h. The place, if any, to which the pupil was taken and the persons who accompanied the pupil; and
2. Copies of the report shall be filed with the athletic trainer and the school nurse.
3. A copy of each report of an incident of pupil injury or disability that occurs in the course of athletic activities shall be maintained by the athletic trainer, who shall analyze reports for patterns that indicate a need for revision of the district's safety and/or athletics

program. The athletic trainer shall report the findings of his or her analysis to the Athletic Director at the close of each sport season.

4. The parent or guardian of each injured or disabled pupil will be given assistance in the completion and filing of insurance claim forms.

E. Readmission to athletic activities

A pupil injured or disabled in the course of an athletic activity will be permitted to participate in athletic competition only on the written permission of the school medical inspector, designated team doctor, or on the recommendation of the Athletic Trainer, who has properly functionally tested and determined his or her fitness to participate in athletics

Adopted: 11 June 1997