

Emergency Plan for Friendswood High School

Boys Lacrosse

TEAM/ LEAGUE NAME: Friendswood High School Mustangs Lacrosse (Varsity & Junior Varsity)

FACILITY /VENUE NAME: Friendswood High School

FACILITY ADDRESS: 702 Greenbriar Avenue, Friendswood, TX 77546

Emergency Procedures:

Medical Emergency & Facility Evacuation

Preparations

- A copy of the Emergency Plan will be given to each member of the Emergency Response Team and it will be reviewed to make sure each person understands their role.
- A copy of the Emergency Plan will be kept in a binder, along with copies of each participant's Emergency Medical Card, the Emergency Plan Checklist and the Incident Report forms. This binder will be kept on hand at every practice, game and sponsored activity for quick access to this important information.

The Emergency Response Team

HEAD COACH

NAME: TJ Benson

CELL PHONE: 315-657-0640

PROGRAM COORDINATOR

NAME: Jeremy Glisson

CELL PHONE: 832-835-7207

ATHLETIC TRAINER

NAME: Brooke Griffin

PHONE: 281-996-6553

ATHLETIC TRAINER

NAME: Ernie Garza

PHONE: 281-841-2467

ADDRESS: FRIENDSWOOD HIGH SCHOOL, 702 GREENBRIAR FRIENDSWOOD, TX 77546

SCHOOL RESOUCE OFFICER (SRO)

Through a memorandum of understanding involving the Friendswood Police Department and the Friendswood Independent School District, the School Resource Officer program will be available at all Friendswood High School home Lacrosse games.

FRIENDSWOOD HIGH SCHOOL LACROSSE EMERGENCY PLAN AND PROCEDURES

The SRO provides security for players, coaches, and spectators during the games while serving in his capacity as a police officer in the enforcement of the laws of the state of Texas and the city of Friendswood. This may include issuing citations for infractions, escorting people away from the facility for unruly conduct, and enforcement of all school, city, and state laws.

Emergency Communication

In the event of an emergency, all communications will be handled by the SRO.

In addition, there are on-site phones located in the field house. Access to these phones will only be used as directed from the head coach, athletic trainer, or SRO.

ON-SITE PHONE # (LAND LINE): 281-482-3413 extension 6554

PHONE LOCATION: Field House

Emergency Training

The following members of the Friendswood High School Lacrosse team have training or certification in the following procedures:

Procedure	Certified Person's Name	Position
General First Aid	TJ Benson	Head Coach
CPR	Brooke Griffin	FHS Athletic Trainer
	Ernie Garza	Athletic Trainer
AED (Defibrillator)	Brooke Griffin	FHS Athletic Trainer
	Ernie Garza	Athletic Trainer
EPI-Pen Injections	Brooke Griffin	FHS Athletic Trainer
	Ernie Garza	Athletic Trainer

ALL OTHER EMERGENCY SITUATIONS (EMS, AMBULANCE, ETC.) WILL BE HANDLED BY THE SRO.

FRIENDSWOOD HIGH SCHOOL LACROSSE EMERGENCY PLAN AND PROCEDURES

Emergency Equipment

Friendswood High School Lacrosse will provide a First Aid kit, which will be located at the scorekeeper's table during games.

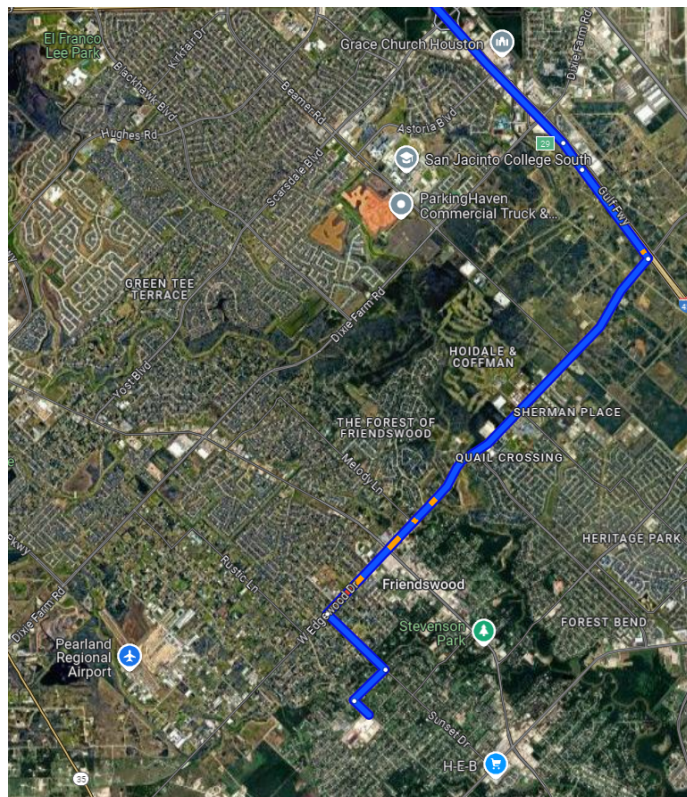
<u>Emergency Item</u>	<u>Contact</u>	<u>Location</u>
First Aid/Trauma Kit	TJ Benson	Scorekeeper Table
Splint Kit	Griffin / Garza	w/ Trainer
Spine Board	Giffin / Garza	w/ Trainer
AED (Defibrillator)	Griffin / Garza	w/ Trainer
EPI-Pen (Epinephrine)	Griffin / Garza	w/ Trainer

Facility / Venue Directions

The Friendswood High Lacrosse game field is located at the multi-purpose stadium at Friendswood High School, 702 Greenbriar Friendswood, TX 77546.

Detailed directions to Friendswood High School Multi-Purpose Field are shown below:

From Houston, take 145 South, exit FM 2351 and take a right, go through town, left on Sunset, right on Falling Leaf, left on Greenbriar. Turn right on Mustang Drive.



FRIENDSWOOD HIGH SCHOOL LACROSSE EMERGENCY PLAN AND PROCEDURES



Participant Medical Emergency Treatment Info

Each player has a Medical Release Form that contains relevant info about the patient's health and treatment authorization from the parents. Please refer to this info in the team Medical Emergency Plan Binder.

Emergency Medical Procedures

The following outline the responsibilities of each person on the Emergency Response Team in the event of a crisis:

1. The most qualified individual(s) on the Emergency Response Team should provide immediate care for an injured or ill participant or spectator, if medical personnel are not on-site.
2. The Site Administrator shall retrieve Emergency Equipment or supplies.
3. Calling for HELP:

FRIENDSWOOD HIGH SCHOOL LACROSSE EMERGENCY PLAN AND PROCEDURES

- **RESPONSIBILITY OF THE SRO** - The coach instructs the SRO in the case of an emergency. The SRO will contact the appropriate emergency personnel and provide the name, address, telephone number; information on the emergency -- number of individuals injured / ill, condition of individuals, first aid treatment; give specific directions to location.
 - The site administrator or coach shall call on-site medical staff for immediate assistance, if available.
 - The site administrator shall inform the SRO if additional help is needed.
4. Providing EMS with complete directions to the scene of the emergency:
- The site administration shall work with the head coach and SRO to open locked entrances or gates to facility.
5. Crowd Management:
- The site administrator, with assistance from the head coach and SRO, shall get other participants and spectators to safety, if additional threat is present.
 - The coaching staff shall limit the scene of emergency treatment to the SRO and first aid providers only.

Emergency Facility Evacuation

In the event of an emergency, evacuating the premises may be necessary. Emergencies may include, but not be limited to, fire, bomb/terrorist threat, weather emergency or person with a weapon.

1. Facility Evacuation: Pre-Emergency Planning

- **Evacuation Alarm** - A repeating, steady, rhythmic blowing of a horn shall be a signal for emergency evacuation
- **Meeting Area** - The parking lot in front of the Friendswood High School stadium shall be designated as a meeting place away from the facility where all participants will meet upon leaving the facility.
- **Assign Emergency Response Team duties :**
 - Notify teams / attendees of evacuation procedures, in advance
 - Assist in clearing facility during emergency
 - Direct to meeting area(s)
 - Assist those with special needs
 - Account for all participants at meeting area(s)
 - Each member has a copy of Emergency Plan, including:
 - maps of exit routes
 - location of meeting areas
 - phone numbers for Response Team members, Game Site medical staff and EMS

FRIENDSWOOD HIGH SCHOOL LACROSSE EMERGENCY PLAN AND PROCEDURES

- Establish inter-team communication via walkie-talkie and/ or cell phone
- Staging Area - The parking lot in front of the Friendswood High School stadium will be the place where fire, police and EMS will organize to deal with emergency
- **During an Emergency: General Evacuation Procedures**
 - Do not panic
 - All required to evacuate when alarm sounds
 - CONTACT THE SRO - ALL EMERGENCIES MUST GO THROUGH THE SRO
 - Emergency Response Team goes into action, managing evacuation process
 - Leave through nearest unblocked exit (check maps, if possible)
 - Report to meeting area(s)
 - Account for all participants and attendees

3. Special Circumstances

Bomb or Terrorist Threat

- Do not panic
- Note exact time and words used by caller
- Write down details of call as soon as possible:
 - Describe threat
 - If explosive, when is it set to explode?
 - Where is it located?
 - What does it look like?
 - What will cause or trigger the explosion?
 - Did caller place the bomb or device?
 - What is the caller's name?
 - What is caller's address or location?
 - What is caller's affiliation?
- Note characteristics of caller's voice: Male/female, accent, lisp, etc.)
- Note any background noise
- If digital display/ caller id , note the information on the display
- Contact the SRO immediately
- Notify Emergency Response Team
- Begin General Evacuation Plan
- If you see any suspicious package or person while leaving, inform the SRO what you saw and where
- Do not re-enter building until told to do so by the SRO

Person with Weapon

- Do not panic
- If weapon is in immediate vicinity
 - Act quickly and deliberately to evacuate through nearest unblocked exit, without pulling alarm
 - Contact SRO
 - Go to protected meeting place away from facility
 - Account for all participants
- If you are NOT able to evacuate:
 - Conceal and protect yourself and participants as much as possible

FRIENDSWOOD HIGH SCHOOL LACROSSE EMERGENCY PLAN AND PROCEDURES

- Hide under enclosed counters, seating, desks
- Call 911 / Police; inform them of your location and how many people are with you
- Communicate with Emergency Response Team, if possible
- When and if possible, leave area by nearest exit
- If not possible, wait quietly for police rescue
- DO NOT ATTEMPT to aggressively deter unstable person with weapon
- If weapon is not in immediate vicinity:
 - Contact SRO
 - Begin General Evacuation procedures without pulling alarm
 - Move swiftly to protected meeting place away from facility
 - Account for all participants at meeting place

Preventing Crowd Control Problems

- Identify characteristics of expected audience to determine likely behaviors
- Schedule activities to avoid periods of high crowd congestion and mass *movement*
- Have security or ushers dressed in order to be clearly visible
- Make provisions for a good public address system
- Emergency Response Team should outline emergency plan for security, ushers, ticket takers and concession personnel
- Provide walkie-talkies and / or cell phones to security and Emergency Team
- Establish hand signals or other non-verbal means of communication for ushers and concession personnel to request help
- Inspect facility to make sure no fire hazards are present
- Check that all doors and exits are accessible and clearly marked
- Check that attendance does not exceed capacity
- Develop contingency plan if crowd gets unexpectedly large
- Place staff in strategic areas where they can quickly respond to trouble
- Arrange for adequate numbers of admissions areas, concessions stands and restrooms to avoid long lines/long waits
- Establish procedure to quickly remove anyone who is: intoxicated, throwing things, being hostile or displaying other aggressive or disruptive behavior.
- ALL CROWD CONTROL PROBLEMS WILL BE THE RESPONSIBILITY OF THE SRO.

FRIENDSWOOD HIGH SCHOOL LACROSSE EMERGENCY PLAN AND PROCEDURES

US Lacrosse Lightning Policy

Game Interruption - Lightning

The decision to suspend a game due to lightning will be made by the referees/ umpires on the field at the time of play. If two games are being played at the same time, the decision made by officials/ umpires at one field will be immediately communicated to the other field and followed.

A weather committee comprised of the Chief Referee for the men's competition, the Chief Umpire for the women's competition, and representatives from the host team will communicate daily to monitor weather forecasts and communicate possible weather concerns to officials and umpires. They or their appointees will be instructed to actively look for signs of bad weather throughout each game and notify the committee if severe weather becomes dangerous.

If this committee feels that play should be interrupted at any time, then they have the power to go onto the field and tell the nearest official to suspend play immediately. The time of the stoppage must be noted by the head on-field official.

In the absence of technology to assist with weather evaluation, games will be suspended when the "flash-to-bang" count for lightning is less than 30 seconds. Once a game is suspended, the referees / umpires will assist event staff in quickly evacuating teams and spectators. Teams will be taken to their respective locker room and spectators will be instructed to proceed to safe shelter (their automobiles or adjacent buildings).

Players may take the field, and spectators may return to the stands, no sooner than 30 minutes after the last visible lightning flash or sound of thunder. The decision to resume play will be made by the on-field officials in consultation with the weather committee.

Resumption of Play following a Game Interruption

If a game is stopped under the above circumstances, the remaining time will be played as soon as possible with the score resuming from the stoppage point. The decision as to when the game will be resumed will be made by the games committee.

Teams will be allowed to warm up following a game interruption as follows:

- If the delay is not more than 30 minutes, a 10-minute warm-up will be allowed
- If the delay is between 30 and 60 minutes, a 15-minute warm-up will be allowed.
- If the delay is more than 60 minutes, a 20-minute warm up will be allowed.

By mutual consent of both coaches, the above warm-up times may be shortened.

Incident Report

US Lacrosse Insurance Program

It is important to have written incident reports on file regarding injuries, property damage or other incidents that may result in a claim against your team, league and US Lacrosse. Many such claims allege negligence, and written reports prepared immediately after an incident occurs are invaluable in defending these types of claims. In the event of a serious injury, it is important to ask for written statements from witnesses and individuals involved in the incident. One copy of the report should be sent to Bollinger Insurance, and the league office should keep a copy of the report for their own records, since many lawsuits are filed long after the injury occurs.

Attach any additional information that might be helpful in defense of a future claim, such as: police report, doctor's statement, pre-game field inspection report, routine facility maintenance report, photos taken at the time of the incident and written statements of witnesses.

This report is to be completed by:

Coach or Official For incidents occurring during regular or post-season team activities

Director or Sponsor For incidents occurring during tournaments or special events

Director or Coach For incidents occurring during camps or clinics

1. General Information

- DATE AND TIME OF REPORT:
- REPORTER'S NAME:
- POSITION:
- HOME ADDRESS:
- PHONE (H):
- PHONE (CELL):
- EMAIL:
- EVENT/ ACTIVITY:
- DATE AND TIME OF INCIDENT
- LOCATION OF INCIDENT

2. Provide full description of all events leading up to and including the incident:

3. Witnesses

Full Name	Address	Statement Attached (Y / N)
-----------	---------	----------------------------

4. Who responded to the incident (include all parties - Coaches, Athletic Trainers, Campus Security, Paramedics, Police, etc.):

FRIENDSWOOD HIGH SCHOOL LACROSSE EMERGENCY PLAN AND PROCEDURES

5. If an Injury is involved, please provide the following:

- Injured Person's Name:
- Age:
- Address
- Phone (H):
- Sex: ____Male ____Female
- Position: ____Player ____Coach ____Official ____Spectator ____Other: _____

6. Describe injury (specify where on body, right or left side):

7. Was First Aid treatment required?

8. If yes, who provided First Aid treatment?

9. Please provide detailed description of surroundings, facility condition, weather condition, etc:

10. Other Comments:

11. Verification Statement:

By signing this document, I verify that this report is true and correct to the best of my knowledge.

Reporter's Signature: _____

Date:

*Provide one copy to your league office or program administrator, and send one copy to:
Bollinger Insurance, US Lacrosse Insurance Plan, 830 Morris Turnpike, Short Hills, NJ 07078
Phone: 800- 350-8005 Fax: 973-467-0759 Web: www.Bollingerlax.com*