



EMERGENCY ACTION PLAN



WYOMISSING BASKETBALL CLUB

EMERGENCY ACTION PLAN

1.0 PURPOSE

- 1.1 Injuries, sudden illnesses and other critical incidents do not often occur during youth practice or games, nor do situations that require the help of Emergency Medical Services (EMS) Personnel. **However, it is important for every community participating in the Wyomissing Basketball Club (WBC) to have an emergency action plan (EAP) for commissioners, coaches and volunteers to follow should emergencies occur. Following are guidelines for the WBC to adhere to.**

Each WBC Commissioner is responsible for maintaining their own level of preparedness based on their own local situation and surrounding environment. The WBC Commissioner is the person responsible for implementing any EAP. If the WBC Commissioner is not present then the head coach is next in line. If the head coach is not present, the assistant coaches are then tasked with implementing any EAP.

Each team should have their own basic first aid kit supplied by the WBC to administer any first aid that is necessary. When an emergency is beyond the scope of the WBC Commissioner or coach's capabilities, the WBC Commissioner or coach should be prepared to implement their own EAP.

It would be ideal for each team to have a Licensed Athletic Trainer on-site during every practice and game. In reality, this is not possible for a variety of reasons. The WBC does not have the luxury of having an athletic trainer which requires coordinators, coaches and volunteers to be prepared for emergencies. It is generally the coach or WBC Commissioner who has the immediate responsibility to handle emergency situations that arise during practices or games. **Because of this, the WBC will error on the side of caution by calling 911 for any emergency beyond basic first aid. WBC Commissioners and coaches are encouraged to know basic first aid and CPR.**

- 1.2 **Types of emergencies that are possible are the following but not limited to:**
Player injury; severe weather; Player abduction

Each WBC Commissioner or coach needs to know before participating in a practice or a game who will be responsible for certain tasks if an emergency should occur. Such as:

- Who has the first aid kit?
- Who will call 911 if needed?
- Who has all of the paperwork with parent information on it?

Everyone needs to know what their responsibilities will be if there is a player injury or any other emergency.



WYOMISSING BASKETBALL CLUB

EMERGENCY ACTION PLAN

2.0 INJURY

2.1 Responsibilities to assign if an injury occurs:

- Who will be the person in charge of dealing with all medical injuries on and off the field?
- When does 911 need to be called?
- Who will be directing the Emergency vehicles to the injury site?
- Who has all the paper work from WBC with parent information?
- Who will be dealing with the parents?
- Who will be filling out the proper paper work for WBC (injury report)?
- Who will accompany the injured player if needed?

2.2 If an injury occurs, immediately assess the situation. Keep calm, observe the player. *Ask the player if he feels any pain. If the player feels any pain, ask him where the pain is located. If the pain is in a place other than the neck or back, it most likely is not serious. But still proceed with caution until you find out what injury occurred. If the pain is in the neck or back, do not move the player at all and call 911 immediately. EMS personnel are needed for this type of injury.* Once the EMS personnel arrive, let them take over. They are the trained experts and will adequately be able to handle the situation.

3.0 SEVERE WEATHER

3.1 Before each practice or game take a moment to look at the short term weather forecast to ensure no severe weather is imminent. If severe weather is imminent, notify all coaches and players to cancel or reschedule your practice or game. Never sacrifice the safety of the players.

3.2 If severe weather does accrue:

- You should already have a safe place to take the kids and it should open and ready.
- Assign a coach to monitor the sky and weather. If he/she sees lighting remove all players from the field.
- If you are under a "watch" of any kind you should consider canceling practices.
- Make sure a coach has a phone and can monitor a radar on his/her phone.
- If under a "watch" of any kind have parents stay instead of dropping kids off and leaving.
- If a warning does go off, get the players to safety right away. Make sure you and your coaches have a calling tree to let parents know where you are and that the player is in a safe spot.



WYOMISSING BASKETBALL CLUB

EMERGENCY ACTION PLAN

- If in the event a player(s) gets hurt during a storm, make sure you go into your injury protocol.

3.3 Each team should have a safe place for players to seek cover in the event severe weather occurs unexpectedly.

4.0 ABDUCTION

4.1 All players present at practice or games should always be under the supervision of coaches present at those practices or games.

4.2 If a player is deemed missing for any reason:

- Immediately search the surrounding area (gym, bathroom, closet, etc.). Make sure the head coach stays with the rest of the team.
- If the player is not found after searching, make a call to the parents to see if they picked up the player.
- If a parent has not picked up the player and you have searched call 911 immediately.

4.3 You should know beforehand if a player is not allowed with a parent because of abuse. If a parent shows up to practice or games and he/she is not supposed to be around the player call 911 right away.

5.0 SPECIAL SITUATIONS

5.1 Sometimes things happen at practice or games that we never saw coming. Make sure you will know how to deal with the following:

- Irate parent/spectator at game. Call 911.
- Drunk or high parent/spectator at practice or game. Call 911.
- Fight in parking lot. Call 911

5.2 Make sure if these things happen you stay with the players and they are in a safe area. Never get into a physical altercation when around the players.

6.0 FOLLOW UP

6.1 When any accident or emergency occurs during a WBC activity make sure you know the following:

- Address of where you are at.
- What is the emergency?
- Where do the emergency personnel need to go?



WYOMISSING BASKETBALL CLUB

EMERGENCY ACTION PLAN

- Who is doing what in an emergency?

6.2 No knows when you will need to put your emergency action plan into action but being ready for it is half the battle. Be prepared before you need it!

7.0 TRAINING

7.1 Volunteers will be advised the location of the WBC EAP on its website, wbchoops.com and encouraged to take the free first aid and CPR training.

8.0 RESOURCES

- [Free Online First Aid, CPR and AED Training - First Aid for Free \[www.firstaidforfree.com\]](http://www.firstaidforfree.com)

9.0 ATTACHMENTS

None