

# LAWRENCE ACADEMY: LANCASTER FIELD

512 Old Union Turnpike, Lancaster, MA 01523

## EMERGENCY PROCEDURES

This Emergency Action Plan is a guide for use either outside of Lawrence Academy Athletic Training Room hours, or if Certified Athletic Trainer is not immediately present.

**\*Only the team athletic trainer/MD/RN should evaluate and treat injured athletes. Do not allow bystanders treat an injured Lawrence Academy Athlete.\***

**Emergency Personnel:** A coach will be onsite for all practices and competitions and has been certified in CPR and the use of an AED. An Athletic Trainer is always available via two-way radio or cell phone, and will be on or near sideline during competitions. Nurses are also available in the Health Center (978-448-6670) on campus Monday thru Thursday from 7:45am to 8:00pm and on Fridays from 7:45am to 4pm.

### Staff/Emergency Information:

#### Local EMS

Frank Mastrangelo

Nairi Melkonian

Athletic Training Room

Health Center

Kevin Potter

Caroline Heatley

Head Athletic Trainer

Athletic Trainer

Athletic Director

Associate Athletic Director

#### 978-772-1900

978-987-1688

978-337-0588

978-448-1551

978-448-6670

978-877-2145

978-302-7442

### Emergency Equipment:

Closest available AED: At the pavilion next to Field #1.

**\*\* In the event that an Athletic Trainer is not immediately present, the coach takes initial responsibility for emergency care and should follow LA's Athletic Department's Emergency Plan.**

### Emergency Situations:

1. Assess situation. Determine need for Athletic Director involvement or medical. If medical, activate EMS as soon as possible.
  - a. **MEDICAL:** Activate EMS as soon as possible. Two-way radio is located in Emergency Radio Orange Box, and may be used to contact Athletic Trainer or Athletic Director. Health Center monitors this radio as well.
    - i. **Contacting EMS:** State name and title, nature of injury to best ability, state that ambulance will be met by representative across from 512 Old Union Turnpike, Mass Youth Soccer Fields, MA, and which field you are located at. KEEP AREA CLEAR. DO NOT HANG UP WITH DISPATCH UNTIL THEY TELL YOU TO
    - ii. **Contacting Athletic Trainer:** Describe if injured athlete is conscious or not, on the field or on the bench, and which team (LA or visiting team). Attempt to give a basic description of medical need.
  - b. **NON-MEDICAL:** Contact Kevin Potter 978-877-2145 or Caroline Heatley 978-302-7442 (Both are on radio on game days)
2. Consult with onsite Athletic Trainer regarding need to complete school incident report form.
3. Follow directives of athletic department staff, administrators and police personnel on game days. Remember to keep other non-injured student athletes at bench-side so medical personnel can do their job accordingly.

\*\*\* (Refer to LA EAP for further information regarding weather emergency and radio operation) \*\*\*