

LAWRENCE ACADEMY: STONE ATHLETIC CENTER

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.

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:

Frank Mastrangelo	Head Athletic Trainer	978-987-1688
Nairi Melkonian	Athletic Trainer	978-337-0588
Athletic Training Room		978-448-1551
Health Center		978-448-6670
Groton Police/EMS		978-448-5555
Kevin Potter	Athletic Director	978-877-2145
Caroline Heatley	Associate Athletic Director	978-302-7442

Emergency Equipment:

At every location where a practice or competition occurs there is an Automated Emergency Defibrillator (AED) with emergency equipment inside the box and a two-way radio in an Emergency Radio Red/Orange Box within close proximity. Once AED box is opened, Groton Police/EMS is contacted, but a calm person on scene with good communication skills should contact Police/EMS with a cell phone as well.

**Closest available AED: Inside front Lobby of Athletic Center on left before hallway.*

**** 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 at **54 ACADEMY DRIVE**. COACH OR RINK MANAGER WILL MEET EMS OUT FRONT. 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) ***