

Regulation

EMERGENCY PROCEDURES FOR ATHLETIC PRACTICES AND COMPETITIONS

Definitions

- A. "Athletic competition" and "athletic activities" mean all practice sessions and competitive contests, games, events, and exhibitions with individual students or teams of one or more schools of this district or of other districts and include cheerleading;
- B. "Health personnel" means the school nurse, the school medical inspector, the designated team doctor, a licensed physician, the Athletic Trainer, and members of the first aid squad or ambulance team;
- C. "Parent" means the parents/guardians having legal custody and control of a student; and
- D. "Student" means a student enrolled in this district and a student enrolled in any district who is present in this district for the purpose of participating in a program of athletic competition sponsored by the Township of Union Board of Education.

Precautions

- A. All athletic coaches, including assistant coaches, will be trained in CPR, in first aid and in the identification of injured and disabled student athletes;
- B. Athletic coaches are responsible at all times for the supervision of students to whom they have been assigned. Students shall not be left unattended at any time before, during and after any event and/or practice;
- C. Students 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 in the proper use of protective equipment and clothing;
- D. Student athletes shall be required to report promptly to the athletic coach any injury or disability occurring to the student himself/herself or to another student;
- E. First aid supplies and equipment shall be readily available at all athletic activities and shall be maintained in proper condition;
- F. First aid and emergency medical procedures will utilize universal precautions in handling blood and body fluids as indicated in Policy 3516;

Emergency Procedures

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

- A. 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 student;

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- B. If no health personnel are present, or if none can be immediately summoned to the student's aid, the athletic coach shall administer such first aid as may be necessary;
- C. If the student's injury or disability requires more than routine first aid, the athletic coach shall:
 - 1. Summon an ambulance by calling 911; or
 - 2. Arrange for the student's transportation to the nearest hospital or the office of the school medical inspector.
- D. The athletic coach or his/her designee shall promptly notify the athletic director, building principal, the superintendent, and the student's parent/guardians of the student's injury or disability and the condition and location of the student;
- E. An injured or disabled student 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; and
- F. These procedures shall be followed when the injured or disabled student 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 student is enrolled.

Reports

- A. The athletic coach or athletic trainer shall complete and file a report of every injury or disability that occurs to a student in the course of his/her participation in the athletic program of this district, regardless of the severity of the injury or disability. The report shall include:
 - 1. The date of the incident;
 - 2. The name, age, grade level, and gender of each injured or disabled student;
 - 3. The district in which the student is enrolled;
 - 4. The name and district of each student involved in the incident;
 - 5. A narrative account of the incident;
 - 6. A detailed description of the injury or disability;
 - 7. The treatment given on school premises and the names of the health personnel, if any, who treated the student;
 - 8. The place, if any, to which the student was taken and the persons who accompanied the student; and
 - 9. A memorandum of the notice given to the student's parents/guardians.
- B. Copies of the report shall be filed with the school nurse and the building principal within twenty-four hours of the incident;
- C. The building principal shall report the incident to the superintendent, who shall report to the board;
- D. A copy of each report of an incident of student injury or disability that occurs in the course of athletic activities shall be maintained by the athletic director, who shall analyze reports for patterns that indicate a need for revision of the district's safety and/or athletics program. The athletic director shall report the findings of his/her analysis to the superintendent at the close of each sport season; and
- E. The parent(s)/guardian(s) of each injured or disabled student will be given assistance in the completion and filing of insurance claim forms.

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Readmission to Athletic Activities

A student 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 or designated team doctor, who must first examine the student to determine his/her fitness to participate in athletics. Written notice of that determination, signed by the school medical inspector or designated team doctor as appropriate, shall be given to the student's parents/guardians.

Adopted: No date
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