

This Emergency Action Plan (EAP) is designed to assist Mindset Athletics Foundation (MAF) Board of Directors, coaches, and volunteers in responding to emergency situations during Mindset Athletics Foundation sanctioned events. The development and implementation of the EAP will ensure that all Mindset Athletic staff are supplied with the information necessary for reacting responsibly and in a clear-headed manner in the event of an emergency situation.

Expedient action must be taken in order to provide the best possible care to the sports participant in emergency and/or life-threatening conditions. MAF has a duty to maintain an emergency plan that can be implemented immediately, and to provide appropriate standards of emergency care to all sports participants.

California law requires that a coach attend a First Aid and Safety Training class. This is to be done prior to the start of the season every year. MAF bylaws also state that no practice or games can start if a First Aid and Safety Trained coach is not available.

All athletes must have a signed Emergency Information, Medical Treatment & Consent form submitted prior to participating in any practice or game. Each Head Coach must keep a copy of each athlete's Emergency Information, Medical Treatment & Consent form in their possession at each practice and game. The MAF Board of Director will also keep a file of all signed Emergency Information, Medical Treatment & Consent forms. It is the responsibility of the Head Coach to make sure the rules are followed and to ensure that all assistant coaches have read and are familiar with the EAP.

The practice and game fields used for football by MAF do not have land-line telephones. It is the responsibility of all MAF Board of Directors and each team's coaching staff to have an operable cellular phone present at all practices and games. Do not rely on another team for a phone. The telephone should be checked prior to each practice or game to ensure proper working order. A back-up plan should be in effect should there be failure of the primary telephone. On any football field, whether home or away, it is important to know the location of a workable telephone.

Emergency Responsibilities:

During practices, the coaching staff is responsible for administering first aid to any ill or injured MAF athlete. The coach must follow the scope of his/her training in administering first aid and not exceed the scope of that training. The purpose of first aid is to stabilize the situation by preventing it from worsening. Once the situation has been stabilized, emergency medical personnel should provide all remaining treatment, if available.

During practice, the First Responder to an emergency situation for MAF is the highest certified and trained person on the site where the injury occurs. The First Responder will most often be the specific team Head Coach, although other personnel may fill this role if their certification and training is greater than that of the Head Coach. Individuals with lesser credentials should yield to those with more appropriate training. The primary role of the first responder is to establish scene safety and immediate care of the athlete. The First Responder must either have the First Aid kit with them or direct someone to retrieve it.

The basic duties of first aid are:

- Check the scene for safety and stop all activity near the athlete.
- Check the injured athlete and protect the athlete from further harm.
- Do not move the athlete if there is a possibility of head or neck injury or if the athlete is unconscious.
- Contact parent or guardian if not already present.
- Assume that all blood, body fluids and any other potentially infectious materials are infected with a blood-borne pathogen.
 - Use nitrile gloves and sterilized bandages to administer first aid.
 - All bleedings must be stopped prior to re-entering the practice or game.
 - Any blood on an athlete's uniform must be cleaned or disinfected before re-entering the practice or game.
 - All bandages or other materials that have come into contact with blood or other body fluids must be properly disposed of using the red Biohazard bags inside each team first aid kit.
- Activate the Emergency Action Plan if the athlete shows any of the following signs:
 - Unconsciousness
 - Trouble breathing, pain, pressure, or discomfort in the chest.
 - Severe bleeding, vomiting, or passing of blood.
 - Seizing from a diabetic emergency
 - Severe headache, injuries to the back, neck, or head
 - Possible broken bones or other signals that indicate that the athlete is at risk.
 - Care for the injured or ill athlete until EMS personnel arrive.

The primary role of the Second Responder is to activate the Emergency Action Plan (EAP). EAP activation must be done as soon as the situation is deemed an emergency or life-threatening event. Time is the most critical factor under emergency conditions. Activating the EAP system may be performed by anyone on the team who is familiar with the EAP. However, the person chosen for this duty must be someone who is calm under pressure and who has excellent oral communication skills. This person must be familiar with the location and address of the sporting event. Assist the First Responder as required and help control others in the area. Ask for assistance from others trained in emergency protocol.

The third role, directing EMS to the scene, must be performed by a designate of the Second Responder. Assistant coaches are good choices for this role. This person is responsible for meeting emergency medical personnel, as they arrive, and directing them to the site of the emergency.

Activating the Emergency Action Plan

The Second Responder will activate the EAP as follows:

- **Making the Call:**
 - Dial 911
 - Provide name, current location, and telephone number to the dispatcher.
 - Explain nature of the emergency, whether medical or non-medical *
 - Provide a number of athletes involved.
 - Review condition of athlete(s)
 - Information on first aid treatment initiated by first responders.
 - Provide specific directions as needed to locate the emergency scene.
 - Share other information as requested by the dispatcher.

If the on-site EMS responders determine that the athlete is in an emergency situation, it is the policy of MAF that the injured athlete be transported by ambulance, where the necessary staff and equipment is available to deliver appropriate care. Parents or guardians have the final say as to emergency transportation. MAF personnel will not transport injured athletes.

Types of emergencies and non-emergencies that are possible are the following but not limited to: Player Injury; child abduction; abuse/neglect; severe weather; heat related illness.

Emergencies

Player Injury

1. Most medically qualified person will lead.
2. Check the scene – is it safe to help?
3. Is the athlete breathing? Conscious? Pulse?
 - a. If NO, instruct a person to call 911 – LOOK THE PERSON DIRECTLY IN EYES and make sure they call!
 - b. Check card for 911 call instructions for your location.
4. Perform emergency CPR/First Aid
 - a. If severe bleeding – instruct individual to assist with bleeding control.
5. Instruct coach or bystander to get AED.

6. Instruct coach or bystander to control the crowd.
7. Contact the parents/legal guardian.
8. Contact President/Vice President
9. Instruct individual to meet ambulance to direct to appropriate area.
10. Assist with care, as necessary.
11. An MAF Board of Directors must accompany the athlete to hospital – either in ambulance or followed by car.
12. Document the event.

Missing Athlete Protocol

If a parent, legal guardian, camp director, camp staff, athletic trainer, camper, or other individual reports that a child is missing, staff is to obtain a detailed and accurate description. An accurate description should include:

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| ● Name | ● Gender | ● Any distinguishes characteristics (scars, marks, tattoos, freckles, piercings, birthmarks) |
| ● Date last seen. | ● Hair Color | |
| ● Time last seen. | ● Eye Color | |
| ● Location or area last seen. | ● Skin Tone | |
| ● Height | ● Date of Birth (Age) | ● Is there a photo available? |
| ● Weight | ● Clothes worn (including shoes) | |

All MAF Board of Directors and volunteer staff need to complete the following tasks. It is up to the discretion of the President or Vice-President to choose the best method to do so.

All staff must be alerted that there is a “Code Adam” on site. The staff must be informed of the child’s name and physical description.

- All fields and sidelines must be swept in an effort to find the missing child.
- A staff member must be placed at all main areas to monitor everyone who passes by
- Communication: All participants and staff members on site must be alerted that there is a missing child, the child’s name, and physical description. The President/Vice-President has the discretion to use text alerts, walkie talkies, intercom system, email blasts, twitter, tourney machine, Rain’d Out, Team Snap or any other systems available on site to communicate the tournament is undergoing a “Code Adam ”.
- **If the child is not found within 5-10 minutes, call law enforcement.**
- Staff must be educated so that they know the difference between a missing child versus a lost child—staff must distinguish whether or not to enact Code Adam before initiating procedure. You will see the lost participant protocol below.

If the child is found and appears to have been merely lost, the child shall be reunited with their parent/guardian.

If the child is found accompanied by someone other than a parent or legal guardian, staff shall attempt to delay their departure without putting the child, staff, or patrons at risk or in harm’s way. Law enforcement should be notified and provide with a detailed description of the person leaving with the

child.

Abuse and Neglect

Abuse includes but is not limited to emotional, physical, sexual, or neglect. Different types of abuse often occur at the same time; for example, while physically or sexually abusing a child, an adult often emotionally abuses them as well. Both boys and girls can be victims of abuse and neglect, including sexual abuse, and both male and female coaches can be perpetrators.

There are no excuses for abusing or neglecting a child. Abuse and neglect are NEVER the child's fault.

If any volunteers suspects that a participant is being abused, they need to follow the following procedures:

1. Notify the President or Vice-President of the alleged child abuse or neglect.
2. Do not let the parent or legal guardian leave with the child.
3. Staff is to obtain a detailed and accurate description. An accurate description should include:
 - Name
 - Height
 - Weight
 - Gender
 - Race
 - Hair Color
 - Eye Color
 - Skin Tone
 - Date of Birth (Age)
 - Any noticeable distinguished marks, bruising, etc. along with location.
4. If possible, obtain details on the suspect.
5. The President or Vice-President will call the appropriate authority.

Lightning

If thunder is heard, there is a danger from lightning. Lightning can travel sideways for up to 10 miles and strikes from blue skies. Football fields are especially dangerous areas during a lightning storm.

- If thunder is heard, the practice or game must be suspended. Everyone, including all spectators, must go to a safe shelter.
- Wait at least 30 minutes after hearing the last thunder before resuming play.
- If lightning is visible, the practice or game must be suspended.
- Seek safe shelter. The safest place to be during a thunderstorm is in a car or a fully enclosed building.
- Avoid the most dangerous locations such as open fields, higher elevations, metal objects such as goal posts and metal fences, and metal bleachers.

Tornados

All MAF coaches must be extra-vigilant when a Tornado Watch is in effect. A Tornado Watch means that weather conditions are favorable for the development of a tornado. A Tornado Warning is a much more serious condition. A Tornado Warning means an actual tornado has been sighted. If a tornado warning is issued, all practice or games will stop immediately, and all participants and spectators will seek shelter. Seek shelter in a solid structure, preferably in a basement or an interior room. If no building is available, lay down in a ditch.

For MAF coaches, it is critical that calm control be maintained during inclement weather. Coaches must be able to communicate calmly with the athletes and parents and ensure that no one is left unaccounted for when seeking shelter. There are no secure shelters in the fields used by MAF. When an inclement weather event occurs during a practice or game, coaches are to gather the athletes at the nearest structure for collection by their parents. No children- athlete shall be left unsupervised during an inclement weather event.

Heat-Related Emergencies

Heat-related emergencies are progressive conditions, typically caused by overexposure to heat. Heat emergencies fall into 3 categories of increasing severity: heat cramps, heat exhaustion, and heatstroke. Heat illnesses are easily preventable by taking necessary precautions in hot weather. If recognized early, heat-related emergencies can usually be reversed. Without intervention and resolution of the problem, heat cramps (caused by loss of salt from heavy sweating) can lead to heat exhaustion (caused by dehydration), which can progress to heatstroke, a life-threatening condition.

Heat-related emergencies can be avoided by canceling practice or games in extreme weather (high temperature and/or high humidity) and taking frequent breaks for water.

Symptoms of heat-related illnesses:

Early symptoms of heat illness

- Profuse sweating
- Fatigue
- Thirst
- Muscle cramps

Symptoms of heat exhaustion:

- Headache
- Dizziness
- Weaknesses and light-headedness
- Cool, moist skin
- Nausea and vomiting
- Dark yellow urine

Symptoms of heatstroke:

- Fever (body temperature above 104 degrees F)
- Extreme confusion
- Dry, hot, and red skin
- Rapid, weak pulse,
- Seizures
- Unconsciousness

First Aid Response:

- Follow the basic duties of first aid.
- Move the athlete to a cool place.
- Loosen tight clothing.
- Fan athlete.
- If conscious, give cool water to drink.

If the athlete refuses water, vomits, or starts to lose consciousness:

- Send someone to call EMS and activate the EAP.
- Contact parent or guardian if not already present.
- Place the athlete on his/her side.
- Immediately decrease body temperature by hosing the athlete down with cold water or by



placing them in an ice bath.

- Continue to cool the athlete by using ice or cold packs on the wrists, ankles, groin, neck, and in the armpits.
- Continue to check breathing and for a pulse until EMS personnel arrive.

Non-Medical Emergencies

Non-medical emergencies encountered during practices and games include inclement weather and heat-related emergencies. MAF policy states protecting athletes and spectators is most important. All coaches must be aware of the danger presented by lightning, tornados, and other hazardous weather. The following guidelines represent general principles regarding the dangers involved with lightning and tornadoes. No severe weather safety guidelines will give 100% guaranteed safety, but these steps will help MAF coaches avoid the majority of casualties:

Hail

Suspend practices or games, clear the field, seek proper shelter, and follow the guidelines for lightning.

Special Situations:

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 practice or game—Call 911
- Drunk or high parent/spectator or practice or game—Call 911
- Fight at practice, game or at ANY MAF event—Call 911

Emergency Communication

Communication is the key to quick emergency response. Coaches and emergency medical personnel must work together to provide the best emergency response capability and must have athlete contact information as a part of pre-planning for emergency situations. Communication prior to the event is a good way to establish boundaries and to build rapport between both groups of professionals. The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. The emergency plan must be reviewed once a year with all coaching personnel, along with CPR and first aid refresher training. Through development and implementation of the emergency plan, MAF ensures the athlete will have the best care provided, should an emergency situation arise.

Mindset Athletics Foundation Board of Directors

Name	Title	Phone
Jary Potts	President	(530) 933-2356
James Mitchiner	Vice President	(916) 425-6633
Lacey Romero	Secretary	(530) 383-7671
Jamie Thompson	Marketing/Public Relations Manager	(530) 645-8061
Misty Vargas	Concession Manager	(916) 716-0971
David Lopez	Equipment/Field Manager	(580) 339-1760
Tony Butler	Equipment/Field Manager	(530) 434-5846

Mindset Athletics Foundation
Emergency Action Plan



Raheem Graham	Equipment/Field Manager	(530) 591-3367
Nancy Ramos	Assistant Concession Manager	(530) 443-1251

Off Campus Contacts	Phone
Emergency	911
Bi-County Ambulance	(530) 674-2780
Yuba City Police Dept	(530) 822-4660
Yuba City Fire Dept	(530) 822-4656
Yuba County Sheriff	(530) 749-7777
Olivehurst Fire Dept	(530) 743-7117
OPUD	(530) 743-4657
Adventist Health and Rideout	(530) 749-4300

Closest Emergency Room

Adventist Health and Rideout— (530) 743-4300
726 4th Street
Marysville, Ca 95901

Urgent Care Facility

Sutter Urgent Care— (530) 749-3422
444 Plumas Blvd, Yuba City, Ca 95991
Hours of Operation
Sat & Sun: 7am-9pm

Adopted by the Mindset Athletics Foundation Board of Director’s on: _____

Date: _____
Jary Potts, President of the MAF Board of Directors

Date: _____
James Mitchiner, Vice-President of the MAF Board of Directors

Date: _____
Lacey Romero, Secretary of the MAF Board of Directors