

Emergency Preparedness and Risk Management for Recreational Sport Facilities

Emergency Action Plan

Make a plan! Share your plan with *every* member of your team. Evaluate your plan every 6 months to 1 year.

Your EAP should include;

1. Phone numbers
 - Key managers and staff
 - Emergency numbers- 911, Poison Control, Elevator Company
 - Urgent numbers- non-emergency police, plumber, your gas, and electric companies.
2. Locations
 - Fire alarms & extinguishers
 - Evacuation doors & meeting spots
 - First aid kits, crash bags
 - Shut off locations for gas, water and electric
3. Detailed Guides that explain who is in charge and how to handle these situations;
 - Injuries & Medical Emergencies
 - Natural disasters- Fire, Flood, Tornado, Hurricane
 - Power outages
 - Missing child
 - Active Shooter

Crash Bag

Your emergency bag should at minimum contain for both adults and pediatric;

- Defibrillator, leads & pads
- Oxygen tank, tubing & masks
- Disposable gloves
- Suction apparatus & tubing
- Tape
- Assorted sterile pads & gauze
- Assorted adhesive bandages
- Roller bandages
- Betadine swabs
- Alcohol swabs
- Antibiotic ointment packets
- Lidocaine packets
- Petroleum Jelly packets
- Hydrocortisone ointment packets
- Packets of aspirin
- Glucose tabs
- Breathing barriers
- Instant cold compress
- Scissors
- Tweezers
- Pulsometer
- Thermometer
- Flashlight
- Bio hazard / bloodborne pathogen disposal bags
- Sharps container

Training

- Provide yearly opportunities for CPR, AED, and first aid certification to *everyone* on your team. If a staff or volunteer does not have CPR they cannot be lead or alone with a group ever.
- If your facility has a pool provide training *monthly* for lifeguards and swim instructors. Ensure all pool staff have basic life support certifications, and opportunities to practice saves with drop ins.
- Ensure that those in care or instruction of children have pediatric CPR, AED, and first aid training.
- Team building exercises are just as important as life saving exercises.
- Provide drills for natural disaster, missing child, drownings, and active shooter scenarios.
- Ensure trainers, coaches and instructors are current on their respective topics so that they can provide safe instruction, especially in lifting and stretching.
- If an update has been made to your EAP alert the entire team immediately and schedule a training.

