

# Bentonville High School Athletics

## Emergency Action Plan

### **Introduction**

Emergency situations can arise at any time during athletic events, and it is crucial to take prompt action to provide the best possible care to the sport participant. Bentonville High School must be prepared to develop an emergency plan that can be implemented immediately when necessary and provide appropriate standards of emergency care to all student athletes and those in attendance. This preparation involves formulating an emergency plan, proper coverage, maintenance of emergency equipment and supplies, utilization of appropriate medical personnel, and continuing education in emergency care and planning. Pre-participation physical screenings, adequate medical coverage, safe practice and training techniques, and other safety avenues can help avert potential emergencies. However, accidents and injuries are inherent with sports participation, and proper preparation on the part of the sports medicine team should enable each emergency situation to be managed appropriately.

These emergency action plans have been developed to guide coaches, administrators, and the sports medicine team at Bentonville High School in the event of a medical emergency. These guidelines will be reviewed before the start of each season by each head coach, administration, and the sports medicine team.

The Emergency Action Plan comprises four components:

1. Emergency Personnel
2. Emergency Communication
3. Emergency Equipment
4. Roles of Athletic Trainer(s), Student Athletic Trainers, Coaches, and Administrator
5. Venue Directions (Maps)

The first responder to an emergency situation is typically a coach or member of the sports medicine staff, and the type and degree of coverage for an athletic event may vary widely based on factors such as the sport or activity, the setting, type of training or competition, and available personnel. Certification in cardiopulmonary resuscitation (CPR), first aid, prevention of disease transmission, and emergency plan review is strongly recommended for all athletes personnel associated with practices, competitions, skills instruction, and strength and conditioning.

### **Non-Medical Emergencies**

Non-Medical Emergencies contact the Bentonville Athletic Training Staff. For the following non-medical emergencies: fire, bomb threats, severe weather and violent or criminal behavior, refer to the school district's crisis plan.

## **Emergency Plan Personnel**

The Emergency Action Plan cannot be complete without the formation of an emergency team, which may consist of various healthcare providers, including physicians, emergency medical technicians, certified athletic trainers, student athletic trainers, coaches, parents, and possibly other bystanders. All members of the emergency team must be familiar with the plan, and there are four basic roles within the team. The first crucial role of an emergency team is establishing safety and providing immediate care for an injured athlete. The most qualified individual at the scene should provide acute care, often the Athletic Trainer. In situations where emergency transportation is not available, EMS activation may be necessary. Time is a critical factor in emergency conditions, and the chosen person should be calm, communicate well, and familiar with the location and address of the sporting event. A school administrator is the best choice for this role. The third role involves equipment retrieval, including the emergency contact card for injured student athletes. Student athletic trainers and coaches are suitable for this role. The fourth role is directing EMS to the scene, meeting emergency medical personnel and ensuring access to locked gates or doors.

It is essential to adapt the team to each situation or sport and have multiple individuals assigned to each role, allowing the team to function even if certain members are not always present.

### **Roles within the Emergency Team**

1. Establish scene safety and immediate care of the athlete
2. Activation of the Emergency Medical System
3. Emergency equipment retrieval
4. Direction of EMS to scene

### **Activating EMS**

Making the Call: 911

#### **Providing Information:**

- Name, address, telephone number of caller
- Nature of emergency, whether medical or non-medical
- Number of athletes
- Condition of athlete(s)
- First aid treatment initiated
- Specific directions as needed to locate the emergency scene
- Other information as requested by dispatcher

## **Emergency Communication**

Effective communication is crucial for quick emergency response. Collaboration between administration, athletic trainers, coaches, and emergency medical personnel is essential for a successful response. Establishing contact information, such as a telephone tree, is essential for building rapport and establishing boundaries. Direct communication with the emergency medical system is necessary in case of injury or illness. Access to a working telephone or telecommunications device is essential, and the system should be checked before each practice or competition. A backup communication plan should be in place in case of primary communication failure. Public telephones are the most common method, but cellular phones are preferred if available. Knowing the location of a workable telephone is crucial at any athletic venue, and pre-arranged access should be established if it is not easily accessible.

## **Emergency Equipment**

Emergency equipment must be readily accessible and in good working condition, with personnel familiar with its functions. It should be regularly checked and rehearsed by emergency personnel. The equipment should be appropriate for the training level of emergency medical providers and should be stored in a clean, environmentally controlled area. Certified Athletic Trainers should be responsible for the care of the medical equipment. Emergency medical equipment should be located with the Athletic Trainer on site or in the nearest Athletic Training room on campus. Each member of the emergency team should be aware of all locations and which one is closest for each practice or contest. Emergency equipment should include an AED, crutch kit, splint bag, and medical kit.

## **Medical Emergency Transportation**

An ambulance should be on site at high-risk sporting events, with a designated location and clear route for entering and exiting the venue. If an ambulance is not present, entrance to the facility should be clearly marked and accessible. The 911 system will be utilized for emergency transport in case of an emergency. The primary survey assists emergency care providers in identifying emergencies requiring critical intervention and determining transport decisions. In an emergency situation, athletes should be transported by ambulance, with the necessary staff and equipment available. It is crucial to supervise activity areas if the care provider leaves the site. In emergency situations with impairment in level of consciousness, airway, breathing, or circulation, or neurovascular compromise, rapid evaluation, treatment, and transportation should be prioritized. All emergency trauma transports should be sent to Mercy Hospital or to the request of the parent or legal guardian.

## Conclusion

Proper preparation for athletic emergencies is crucial for an athlete's survival. Investing in an emergency action plan with the athletic administration, sport coaches, and sports medicine personnel is prudent. The plan should be reviewed annually with all personnel and local emergency medical response teams. Bentonville High School's development and implementation of the plan ensures athletes receive the best care in emergency situations.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Bentonville High School Principal

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Bentonville Public Schools Athletic Director

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Bentonville Public Schools Assistant Athletic Director

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Bentonville High School Head Athletic Trainer

## **Emergency Action Plan: Emergency Contact Information**

### **Practice and Game Locations**

Bentonville High School  
1801 SE J St., Bentonville, AR 72758  
(479) 254-5100

Tiger Stadium / Tiger Athletic Complex  
1702 SE J St., Bentonville, AR 72712  
(479)-254-5170

Baseball / Softball Complex  
901 SE 18th St  
Bentonville, AR 72712

Soccer / Track Complex  
SE C St  
Bentonville, AR 72712

Memorial Park Tennis Courts  
1701 NE John Deshields Blvd  
Bentonville, AR 72712

Bentonville Community Pool  
1101 SW Citizens Cir  
Bentonville, AR 72712

### **Nearby Hospitals**

Mercy Hospital  
2710 Rife Medical Lane  
Rogers, AR 72758  
(479) 338-8000

Northwest Medical Center  
3000 Medical Center Pkwy  
Bentonville, AR 72712  
(479)-553-1000

### **Emergency Contact Phone Numbers**

EMERGENCY MEDICAL SERVICES

9-1-1

Bentonville Police (Non-Emergency)

(479)-271-3170

Bentonville Fire Department

(479)-271-3151

Mercy Hospital

(479)-636-0200

Mercy Hospital Emergency Room

(479)-338-2977

Northwest Hospital (Bentonville)

(479)-553-1000

Drew Bombardiere - Head Athletic Trainer

(850)-428-1677

Danielle Clark - Assistant Athletic Trainer

(479)-301-5852

High School Athletic Training Room

(479)-254-5116

Billy Tipps - BPS Athletic Director

(972)-953-6245

Chris Hutchens - BHS Site AD

(479)-531-4135

Jack Loyd - BHS Principal

(479)-426-0444

Tonya Vaughn - BHS Assistant Principal

(303)-631-1881

John Loncarvic - Resource Officer

Bentonville Administration Building

(479)-254-5000

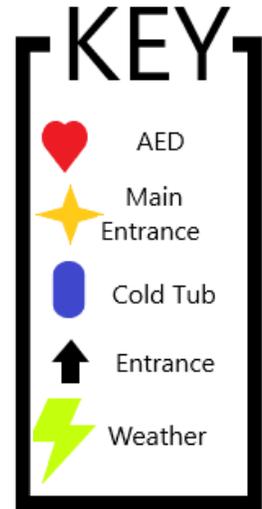
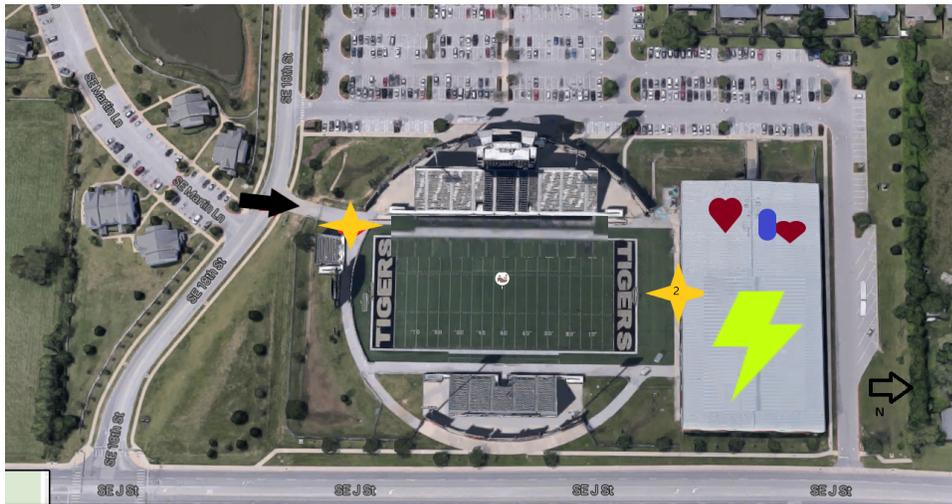
Bentonville High School - Main Office

(479)-254-5100



# EMERGENCY ACTION PLAN: STADIUM - INDOOR FIELD

1702 SE J ST. Bentonville, AR. 72712



### Role of First Responders

1. Immediate care of the injured or ill athlete
2. Activate EMS
  - a. Designate an individual to call 911
  - b. Provide pertinent information: name, location, phone number, number of injured individuals, condition of the injured, first aid rendered, specific directions, other information as requested
3. Retrieve emergency equipment
4. Direct EMS to scene
  - a. Designate an individual to the appropriate position (STAR)
5. Scene control

### Venue Directions

Instruct EMS to enter off of SE 18th Street, turn toward emergency gate located at south end of stadium under scoreboard, enter field through gate.  
Note: Emergency gate is locked at all times and will need to be opened.

### Emergency Communication

DREW BOMBARDIERE (HEAD ATHLETIC TRAINER) 850-428-1677  
BILLY TIPPS (ATHLETIC DIRECTOR) 972-953-6245  
OFFICER LONCAREVIC 479-616-6445

DANIELLE CLARK (ATHLETIC TRAINER) 479-301-5852  
CHRIS HUTCHENS (ASSISTANT AD) 479-531-4135

### Emergency Equipment

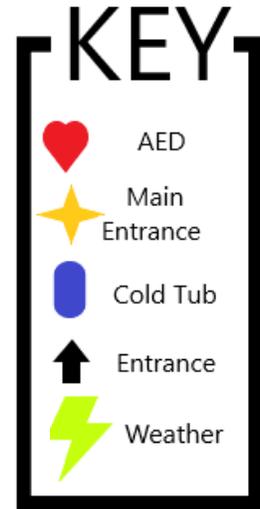
AED and trauma kit are maintained in the athletic training room(\*HEART). Emergency cooling may be performed in the main athletic training room(1st floor of complex)(\*BLUE TUB).

**Medical Facilities:** Ambulance transports will go to Mercy Hospital Northwest AR, a Level III Trauma Center. Located at 2710 S Rife Medical Ln, Rogers, AR 72758 . Emergency Department: (479)-338-2977



# EMERGENCY ACTION PLAN: BHS Main / EAST / WEST GYM

1801 SE J. ST. BENTONVILLE, AR. 72712



## Role of First Responders

1. Immediate care of the injured or ill athlete
2. Activate EMS
  - a. Designate an individual to call 911
  - b. Provide pertinent information: name, location, phone number, number of injured individuals, condition of the injured, first aid rendered, specific directions, other information as requested
3. Retrieve emergency equipment
4. Direct EMS to scene
  - a. Designate an individual to the appropriate position (STAR)
5. Scene control

## Venue Directions

Instruct EMS to enter at High School Main Entrance and proceed to East side of the South Building. Turn right and proceed south towards glass doors. Enter at glass doors.

## Emergency Communication

DREW BOMBARDIERE (HEAD ATHLETIC TRAINER) 850-428-1677  
BILLY TIPPS (ATHLETIC DIRECTOR) 972-953-6245  
OFFICER LONCAREVIC 479-616-6445

DANIELLE CLARK (ATHLETIC TRAINER) 479-301-5852  
CHRIS HUTCHENS (ASSISTANT AD) 479-531-4135

## Emergency Equipment

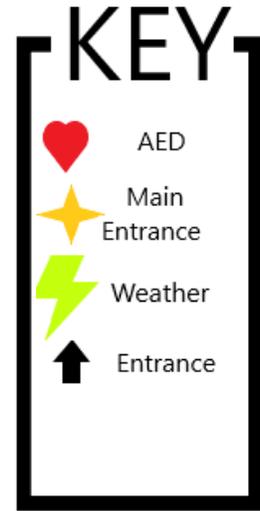
AED and trauma kit are maintained in the athletic training room(\*HEART). Emergency cooling may be performed in the athletic training room(\*BLUE TUB).

**Medical Facilities:** Ambulance transports will go to Mercy Hospital Northwest AR, a Level III Trauma Center. Located at 2710 S Rife Medical Ln, Rogers, AR 72758 . Emergency Department: (479)-338-2977



# EMERGENCY ACTION PLAN: BASEBALL / SOFTBALL COMPLEX

901 SE 18 ST. BENTONVILLE, AR. 72712



## Role of First Responders

1. Immediate care of the injured or ill athlete
2. Activate EMS
  - a. Designate an individual to call 911
  - b. Provide pertinent information: name, location, phone number, number of injured individuals, condition of the injured, first aid rendered, specific directions, other information as requested
3. Retrieve emergency equipment
4. Direct EMS to scene
  - a. Designate an individual to the appropriate position (STAR)
5. Scene control

## Venue Directions

Instruct EMS to enter off of SE 18th Street, drive to the entrance of the baseball/softball fields, turn into the parking lot, and enter through main gate.

## Emergency Communication

DREW BOMBARDIERE (HEAD ATHLETIC TRAINER) 850-428-1677  
BILLY TIPPS (ATHLETIC DIRECTOR) 972-953-6245  
OFFICER LONCAREVIC 479-616-6445

DANIELLE CLARK (ATHLETIC TRAINER) 479-301-5852  
CHRIS HUTCHENS (ASSISTANT AD) 479-531-4135

## Emergency Equipment

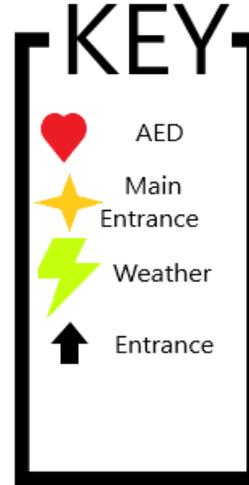
AED and trauma kit are maintained in the complex storage building(\*HEART). Emergency cooling may be performed in the main athletic training room(1st floor of the complex).

**Medical Facilities:** Ambulance transports will go to Mercy Hospital Northwest AR, a Level III Trauma Center. Located at 2710 S Rife Medical Ln, Rogers, AR 72758 . Emergency Department: (479)-338-2977



# EMERGENCY ACTION PLAN: SOCCER / TRACK COMPLEX

SE C St, Bentonville, AR 72712



## Role of First Responders

1. Immediate care of the injured or ill athlete
2. Activate EMS
  - a. Designate an individual to call 911
  - b. Provide pertinent information: name, location, phone number, number of injured individuals, condition of the injured, first aid rendered, specific directions, other information as requested
3. Retrieve emergency equipment
4. Direct EMS to scene
  - a. Designate an individual to the appropriate position (STAR)
5. Scene control

## Venue Directions

1. Instruct EMS to enter off SE. C. STREET and drive to the main entrance to the complex.
2. Instruct EMS to enter off SE. C. STREET and drive to the main emergency gate. Note: Gate needs to be unlocked and route clear of vehicles.
3. Instruct EMS to enter off of SE 18th Street, drive to the entrance of the baseball/softball fields, look left to fence where emergency gate. Note: Gate needs to be unlocked.

## Emergency Communication

DREW BOMBARDIERE (HEAD ATHLETIC TRAINER) 850-428-1677  
BILLY TIPPS (ATHLETIC DIRECTOR) 972-953-6245  
OFFICER LONCAREVIC 479-616-6445

DANIELLE CLARK (ATHLETIC TRAINER) 479-301-5852  
CHRIS HUTCHENS (ASSISTANT AD) 479-531-4135

## Emergency Equipment

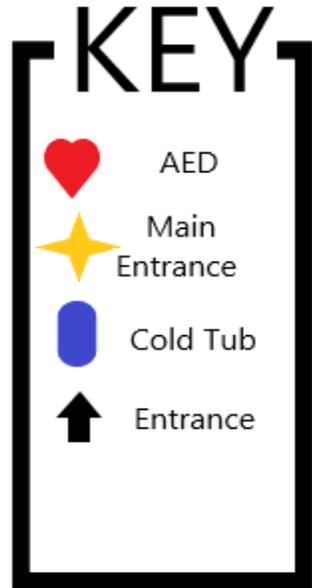
AED and trauma kit are maintained in the soccer-track storage building(\*HEART). Emergency cooling may be performed in the main athletic training room(1st floor of the complex).

**Medical Facilities:** Ambulance transports will go to Mercy Hospital Northwest AR, a Level III Trauma Center. Located at 2710 S Rife Medical Ln, Rogers, AR 72758 . Emergency Department: (479)-338-2977



# EMERGENCY ACTION PLAN: TENNIS-MEMORIAL PARK COURTS

1701 NE John DeShields Blvd. Bentonville, AR. 72712



## Role of First Responders

1. Immediate care of the injured or ill athlete
2. Activate EMS
  - a. Designate an individual to call 911
  - b. Provide pertinent information: name, location, phone number, number of injured individuals, condition of the injured, first aid rendered, specific directions, other information as requested
3. Retrieve emergency equipment
4. Direct EMS to scene
  - a. Designate an individual to the appropriate position (STAR)
5. Scene control

## Venue Directions

Instruct EMS to enter off of NE John DeShields. (Entrance located by Black Arrow)

## Emergency Communication

DREW BOMBARDIERE (HEAD ATHLETIC TRAINER) 850-428-1677  
BILLY TIPPS (ATHLETIC DIRECTOR) 972-953-6245  
OFFICER LONCAREVIC 479-616-6445

DANIELLE CLARK (ATHLETIC TRAINER) 479-301-5852  
CHRIS HUTCHENS (ASSISTANT AD) 479-531-4135

## Emergency Equipment

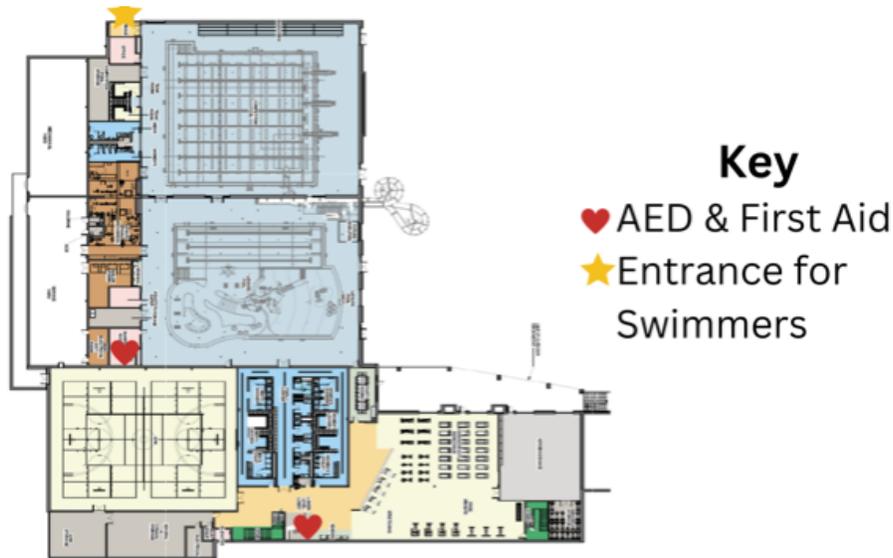
AED and trauma kit are maintained in the complex storage building(\*HEART). Emergency cooling may be performed in the main athletic training room(1st floor of the complex).

**Medical Facilities:** Ambulance transports will go to Mercy Hospital Northwest AR, a Level III Trauma Center. Located at 2710 S Rife Medical Ln, Rogers, AR 72758 . Emergency Department: (479)-338-2977



# EMERGENCY ACTION PLAN: SWIM - BENTONVILLE COMMUNITY CENTER

1101 SW Citizens Circle. Bentonville, AR. 72713



## Role of First Responders

1. Immediate care of the injured or ill athlete
2. Activate EMS
  - a. Designate an individual to call 911
  - b. Provide pertinent information: name, location, phone number, number of injured individuals, condition of the injured, first aid rendered, specific directions, other information as requested
3. Retrieve emergency equipment
4. Direct EMS to scene
  - a. Designate an individual to the appropriate position (STAR)
5. Scene control

## Venue Directions

Instruct EMS to enter off of Citizens Circle and drive all the way around the back of the complex.

## Emergency Communication

DREW BOMBARDIERE (HEAD ATHLETIC TRAINER) 850-428-1677  
BILLY TIPPS (ATHLETIC DIRECTOR) 972-953-6245  
OFFICER LONCAREVIC 479-616-6445

DANIELLE CLARK (ATHLETIC TRAINER) 479-301-5852  
CHRIS HUTCHENS (ASSISTANT AD) 479-531-4135

## Emergency Equipment

AED and trauma kit are maintained in the Lifeguard Room(\*HEART).

**Medical Facilities:** Ambulance transports will go to Mercy Hospital Northwest AR, a Level III Trauma Center. Located at 2710 S Rife Medical Ln, Rogers, AR 72758 . Emergency Department: (479)-338-2977