

EMERGENCY ACTION PLAN

Lethbridge Collegiate Institute (1701 5th Ave. South)

Emergency Equipment & Locations

- Fire extinguishers – throughout School
- First Aid Kits
 1. With EMT's (On Stage Large Gym & In front of Coaches Office Small Gym)
 2. School office (AED in hallway west of office doors)
- Epi-pens
 1. With EMT's
 2. Coaches / Refs Room

Alarms & Communications

- Fire alarms – throughout School
- Cell Phones
- Emergency Number 911
- Fire Department 403-329-1225
- Police 403-327-2210
- Ambulance 403-327-3333
- Hospital 403-388-6111 (960 19th St. South)

EMERGENCY ACTION PLAN TO BE REVIEWED WITH ALL COACHES

- **EVACUATION – Building fire alarm being pulled**
- **FIRST AID – as notified by official or Coach**

Evacuating the Site

- A. Building fire alarm sounds to alert athletes and spectators of an evacuation. Personnel will proceed to the Muster Point. (The school sign located in the southeast corner of the school lot)
- B. The Tournament Director and appointees (fire department) will “sweep” the school to ensure no one is left in the building and meet with everyone at the Muster Point.

DO NOT RETURN INTO THE SCHOOL OR LEAVE THE MUSTER POINT UNTIL YOU HAVE BEEN INSTRUCTED BY YOUR COACH OR TOURNAMENT OFFICIAL

The “sign-in” (registration sheet) will be used to account for all athletes at the Muster Point. Each coach is to account for their athletes and advise that everyone is safe or if anyone is missing.

Injured Athletes or Spectators

In the event that an athlete or spectator has been injured, a designated Standard First Aider and the athlete coach or spectator will remain at the scene until emergency personnel arrive. One tournament official is to be designated to meet emergency crews at the entrance to the school and instruct them on how to get to the scene of the incident.

First Aid Provisions

Designated personnel trained in First Aid are to respond to an incident. Coaches, athletes, and spectators are to provide first aid treatment within their scope of training. EMS and fire department are used for medical/rescue treatment.

Fire

In case of fire:

One tournament official will locate the nearest fire extinguisher while another tournament official alerts others. (If unable to contain fire, pull the fire alarm, and evacuate the school)

Emergency Response Training

All tournament officials are trained in the Emergency Action Plan at time of coaches meeting.

Designated Rescue/Evacuation

- Every coach is responsible to account for their own team of athletes.
- Tournament Director and Designates to ensure emergency communication