

Athletics Emergency Action Plan

Forsyth Public School

Updated/Reviewed 6/10/24

In case of an emergency, personnel responsibilities, locations of emergency equipment, and other emergency information such as 911 call instructions, addresses/directions to the venue, and a chain of command with important phone numbers have been listed here.

Emergency Phone Numbers

Off Campus Contacts	Phone Numbers
Emergency	9-1-1
Police Department	(406)346-2715
Fire and Ambulance	(406)346-7968
[Nearest] Hospital	(406)346-2161
[Second] Nearest Hospital	(406)233-2600
Hazardous Materials	(406)346-7968
Poison Control Center	(800)222-1222

On Campus Offices	Phone Numbers
Athletic Training Room	None
School Nurse	None
Athletic Director	(406)208-3372
Main Office	(406)346-2796
Administrator Office	(406)346-2796
School Counselor Office	(406)346-2796

Title	Name	Office Phone Number	Cell Phone Number
Athletic Trainer	None		
Athletic Director	Chris Hess	(406)346-2796 ext. 5102	(406)208-3372
Principal	Aaron Morgenstern	(406)346-2796 ext.5141	(406)861-2650
Assistant Principal	None		
Assistant Principal	None		
School Nurse	None		
Team Physician	None		
School Resource Officer	Logan Dutton	(406)346-2715	(406)461-2377

Emergency Plan for High School Gym

917 Park Street
Forsyth, Montana 59327

Emergency Medical Services Meeting Point/Venue Access:

The ambulance will enter at the South Main HS Entrance.

Available Emergency Equipment:

- AED (Located on Northeast entrance of HS Gym)
- First Aid Kit, Bloodborne pathogen supplies, crutches, splint kits.

Staff Roles:

1. Activate EAP: *Head Coach using the gym*
2. Call EMS/Ambulance: Chris Hess (Athletic Director)
3. Meet EMS at access point and direct to injured individual: Aaron Morgenstern (Building Principal)
4. Immediate care of the injured athlete
 - a. Who will retrieve emergency equipment: Head Coaches (Stephanie Hess, Eric Lawrence, Rian Pinkerton)
 - b. Who will evaluate, assess, and stabilize the athletes until EMS arrives (Chris Hess – AD).
5. Staff available for EMS transport: *Steve Roll – Assistant Coach*
6. Crowd Control: *Aaron Morgenstern – Building Principal*

When calling EMS (911) use the following prompt:

“This is (name of person making call) at *Forsyth High School*. We have (provide description of the incident/injury) requiring EMS personnel. I am calling from (state phone number). We are located at 917 Park Street. We will meet you at the main school entrance located at the south east side of the gym to direct you to the scene.”

MAKE SURE TO STAY ON THE LINE UNTIL TOLD TO HANG UP



Emergency Plan for Middle School Gym

1845 Cedar St.
Forsyth, Montana 59327

Emergency Medical Services Meeting Point/Venue Access:

Ambulance will enter on the South Main HS Entrance.

Available Emergency Equipment:

-AED (Located on East entrance of Gym)
-First Aid Kit, Bloodborne pathogen supplies, crutches, splint kits (Located in the MS main office in lobby).

Staff Roles:

1. Activate EAP: *Head Coach using the gym*
2. Call EMS/Ambulance: Chris Hess (Athletic Director)
3. Meet EMS at access point and direct to injured individual: Dixie Selg (Building Principal)
4. Immediate care of the injured athlete
 - a. Who will retrieve emergency equipment: Head Coaches (Jayme Nelson, Roxy Wilson, Patrick Nelson)
 - b. Who will evaluate, assess, and stabilize the athletes until EMS arrives (Assistant Coaches - Chris Hess – AD).
5. Staff available for EMS transport: *Assistant Coach*
6. Crowd Control: *Dixie Seleg – Building Principal*

When calling EMS (911) use the following prompt:

"This is (name of person making call) at *Forsyth Middle School*. We have (provide description of the incident/injury) requiring EMS personnel. I am calling from (state phone number). We are located at 1845 Cedar St. We will meet you at the main school entrance located at the south side of the gym to direct you to the scene."

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Emergency Plan for Forsyth Football Field

9th Ave.
Forsyth, Montana 59327

Emergency Medical Services Meeting Point/Venue Access:

Ambulance will enter on west entrance of football field. EMT (ambulances) park on south east side of field for games.

Available Emergency Equipment:

-AED (Located at HS Office)

-First Aid Kit, Bloodborne pathogen supplies, crutches, splint kits (Located with coaches and AD office of HS).

Staff Roles:

1. Activate EAP: *Shane Cole – Pete Fritz*
2. Call EMS/Ambulance: *Chris Hess (Athletic Director)*
3. Meet EMS at access point and direct to injured individual: *Aaron Morgenstern (Building Principal)*
4. Immediate care of the injured athlete
 - a. Who will retrieve emergency equipment: *Head Coaches (Shane Cole, Pete Fritz)*
 - b. Who will evaluate, assess, and stabilize the athletes until EMS arrives (*Assistant Coaches - Chris Hess – AD*).
5. Staff available for EMS transport: *Assistant Coach*
6. Crowd Control: *Aaron Morgenstern – Building Principal*

When calling EMS (911) use the following prompt:

"This is (name of person making call) at *Riverside Park*. We have (provide description of the incident/injury) requiring EMS personnel. I am calling from (state phone number). We are located at Riverside park on 9th Ave.. We will meet you at the west entrance to the football field.



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Reviewed/Updated 6/10/24

Considerations for Successful Implementation of Your Emergency Action Plan:

1. Prior to the beginning of each season, every coach should receive a copy of the Emergency Action Plan (EAP).
 - a. An administrator or activities director should answer any questions the coaches may have in an effort to ensure the EAP can be activated effectively.
 - b. These questions can also be answered by any medical personnel in your community that will be providing coverage to your school's athletic events (i.e. Licensed Athletic Trainer, Physician, EMS, etc.).
 - c. Based on your school district's policies and procedures, it may be beneficial to have coaches sign off confirming they have read and understand the EAP annually.
2. A copy of the relevant EAP should be in a location where all emergency personnel have easy access to it at all practices/games.
 - a. Consider posting a copy at entrances to gyms and fields.
3. The EAP should be re-evaluated each summer or prior to each sports season to make updates to personnel, emergency equipment, or access points.
4. Each time the EAP is activated, personnel should meet to discuss what went well and what needs to be improved. Think of your EAP as a policy that can always be improved upon.