



STEPS TO FOLLOW WHEN AN INJURY OCCURS

Step One – Control the environment so that no further harm occurs

Step Two – Do a first assessment of the situation

If the participant

- Is not breathing
- Does not have a pulse
- Is bleeding profusely
- Has impaired consciousness
- Has injured their back, neck or head
- Has a visible major trauma to a limb
- Cannot move their arms or legs or has lost feeling in them

Activate the Emergency Action Plan (phone 911)

If the participant does not show the signs above proceed to **Step 3**

Step Three: Do a second assessment of the situation

- Gather the facts by asking the injured participant as well as anyone who witnessed the incident
- Stay with the injured participant and try to calm them down - the tone of voice and body language are critical.
- If possible, have the participant move themselves off of the playing surface. Do not attempt to move an injured participant

Step Four – Assess the injury

Have someone with first aid training complete an assessment of the injury and decide how to proceed. If the person trained in first aid is not sure of the severity of the injury or there is no one available who has first aid training, activate the Emergency Action Plan (phone 911). If the assessor is sure the injury is minor, proceed to step five.

Step Five – Control the return to activity

Allow the participant to return to activity after a minor injury only if there is no:

- Swelling
- Deformity
- Continued bleeding
- Reduced range of motion
- Pain when using the injured part

Step Six – Record the injury on an accident report form and inform the parents