



EMERGENCY ACTION PLAN

Based on information provided by the Canadian Soccer Association, Peace Arch has created an **Emergency Action Plan** for Coaches.

Information to Gather

- risks of the activity
- participants' medical information (See Medical Information form)
- participants' contact information in case of emergency
- past Injury reports

Inspecting equipment and facilities

- Ensure that you are fully aware of the specific safety standards related to the equipment used in soccer.
- Take an inventory of collective and individual equipment
- Take an inventory of available first aid equipment.
- Carry a first aid kit at all time
- Assess the safety of the facility by completing a Facility Safety Checklist
- Identify environmental, equipment and facilities and human risk factors
- Ensure that participants wear their protective equipment and that it is properly adjusted and in good conditions. Shin pads must be worn at all practices, pre-game warm ups and games.

Inform parents, guardians and players of the risks inherent to soccer

- Properly explain the safety procedures and instructions related to all activities, and check that the players understand them
- When giving explanations for an activity during a practice or during competition, highlight potential risks

Supervising activities

- Ensure that the number of participants involved is not so high as to compromise adequate supervision and safety
- Keep in mind that participants need to be constantly supervised. Stop all activities when the coach has to leave the room or site.
- Look for signs of fatigue and aggression in participants and, if necessary, stop the activity
- Ensure that the activities are appropriate for the age, fitness and ability level of the participants
- Ensure that the practice starts with a warm-up and that the activities include a reasonable program and challenge for the participants

- Adjust activities for participants who cannot perform them as planned for larger groups

Preparing for injuries

Although serious injuries or accidents are rare, the Coach and Team Staff must be ready to deal with them if and when they occur. As a first step, formal training in first aid and CPR will give the confidence and knowledge to deal with emergencies effectively.

The Coach and Team Staff should:

- Prior to the commencement of activities review the playing surface and surrounding areas for dangerous conditions.
- Maintain a complete First Aid Kit to help deal with minor injuries.
- Develop an Emergency Action Plan and write it down so everyone involved is clear on their responsibilities.
- Designate key individuals to carry out the Emergency Action Plan (the Person in Charge and the Call Person)
 - The Person in Charge is the person who is most qualified in first-aid and emergency procedures. This Person in Charge will:
 - Know what emergency equipment (if any) is available at the facility being used
 - Secure a controlled and calm environment
 - Assess-and- tend to- the injured player
 - Direct others involved until medical personnel arrive
- The Call person will:
 - Keep a record of emergency phone numbers and know the location of telephones in the facility (if no one in attendance has a cellular phone).
 - Make the telephone call for assistance
 - Guide the ambulance (if required) in and out of the facility

