

# Fremont High School Emergency Action Plan

(injury on the field, in a facility, or during a game; during school, after school, or at night)

**NEVER MOVE INJURED PERSON UNTIL YOU KNOW THEY ARE OKAY, OR UNTIL EMS ARRIVES**

- Cardiac conditions, head injuries, heat exhaustion
- Any athlete/individual that collapses
- An individual with neck or spinal issues, unconsciousness, dislocations and/or broken bones

**Take command: Always Assume the Worst – “Respond quickly but not hurry”**

**Call for help** around you – Athletic Trainer (Ann-Marie Reynolds 210-912-2546); other coaches; adults in the stands

1. Have someone **Call 911** or Sherriff's Dispatch (**408-299-3233**) **immediately**. Someone else stays on the phone line to observe and communicate with the emergency personnel about the injured party. The Athletic Trainer on site should continue to tend and help the injured person.
2. Get an **AED** to the location – **send someone to get it immediately** (map on back)
3. Notify the **Administration** on site  
Principal..... Bryan Emmert .....(408) 522-2401  
Assistant Principal..... Andy Walczak .....(408) 522-2409  
Assistant Principal..... Chris Moore .....(408) 522-2419  
Athletic Director..... Jason Townsend .....(408) 522-2431
4. Gather the **Emergency Information Card** and/or athletic information emergency sheet for the student/athlete or information from the wallet or purse of the visiting community member who is injured. Duplicate (3) copies if you can for the Fire and EMTs for when they arrive. Keep one copy for yourself.
5. Send people to **guide the emergency vehicles** from the street, along an access road, and to the site of the injury. Open all gates of access to the injured person, if necessary, this is a time when EMS vehicles can drive on the track or a field turf area.
6. EMS will be guided in and exit according to location of the incident. Incidents occurring at the Fields/Stadium or Pool will be guided in and exit from Sunnyvale-Saratoga Rd next to the Stadium. All other incidents will enter/exit from the student/staff parking lot located on 563 W Fremont Avenue.
7. Find someone **calm** to call the parent/guardian or the emergency contact
8. **Crowd Control**: Make sure the Athletic Trainer and all emergency personnel have room to tend to the injured athlete. **DO NOT** allow a group of spectators to gather around the injured athlete. This includes coaches, administrators, and other athletes.
9. If transported, make sure you know **which hospital**.

**Kaiser Permanente**  
10050 N Wolfe Rd  
Cupertino, CA 95014  
408-236-6160

**Valley Health Center Sunnyvale**  
660 S Fair Oaks Ave  
Sunnyvale, CA 94086  
408-885-5000

**Sutter Health**  
701 E El Camino Real  
Mountain View, CA 94040  
650-934-7000

10. Fill out an **incident report** while things are fresh in your mind. Get the names of the people of support or witnesses to the injury.
11. We Know you will do the best you can. Thank you!

# Emergency Evacuation & AED Map Fremont High School

