Ocean Charter School Athletic Department
EMERGENCY ACTION PLAN

Approved 11/5/26

1. Call 911 and/or other emergency number consistent with organizational policies.
   CA Poison Control: 1-800-222-1222

2. Instruct emergency medical services (EMS) personnel to:

   "Report to OCEAN CHARTER SCHOOL, 12870 Panama St., Los Angeles, CA 90066

   and meet staff at Curb/Gate (1st Choice), Front desk (2nd Choice), Gym (3rd Choice) as we have

   an injured student-athlete in need of emergency medical treatment."

   The school address is: 12870 Panama St. Los Angeles, CA 90066

   Nearest cross streets are: Beethoven and McConnell

   School phone number: 310-827-5511

3. Provide necessary information to EMS personnel:
   - Name and telephone number of caller (Main School # is 310-827-5511)
   - Number of victims: condition of victim(s)
   - Identify injury (head/neck, fracture, loss of consciousness, heat illness, cardiac arrest, etc.)
   - First-aid treatment initiated
   - Specific directions as needed to locate scene (SEND ADULT TO MEET EMT's at Front Gate)
   - Other information as requested by dispatcher

4. OCS Staff (or Adult Volunteer if no staff present) will provide appropriate emergency care until arrival of EMS personnel: on arrival of EMS personnel, the Staff/Adult Volunteer will provide pertinent information (method of injury, vital signs, treatment rendered, medical history) and assist with emergency care as needed.
   Note:
   - Contact Parents of student ASAP after 911 to inform, and get verbal consent if transport needed.
   - Obtain student emergency card and insurance information card
     Main Office: Binder with Comprehensive Medical Info
     Gym: Abridged allergen and family info in Red First Aid Backpacks
   - Adult Volunteer (If Parent not present) should accompany student-athlete to the hospital
   - Notify administrative staff if not present:
     Kristy Mack-Fett, Executive Director: (323) 449-5612
     Megan Helms, Assistant Director: (323) 533-5857
     Angela Baas-Rodriguez, Campus Coordinator: (661) 645-7522
     Andrew Tunnicliffe, Athletic Director: (323) 251-8518
   - Complete appropriate injury report

SEASON/SCHOOL YEAR MANAGEMENT PLAN

Pre-season safety meeting

- School Administration
- Athletic Director
- Review and (if needed) revise emergency action plan

Pre-season emergency preparation

- Identify the best route to nearby medical care facilities

  Emergency Room:

  Cedars-Sinai Marina del Rey
  4650 Lincoln Blvd.
  Marina del Rey, CA 90292

  Urgent Care:

  Silicon Beach Medical Center
  5450 Lincoln Blvd.
  Playa Vista, CA 90094

Pre-season coaches meeting

- Discuss the need to inspect and recondition equipment.
- Review OCS Coach Pledge, NAYS/FIYA Training(s), OCS Training(s)
- Review game management procedures
- Review emergency plan
    - Include coaches' responsibilities in the event of medical emergency

Prior to events

- Charge cell phone
- Identify students with injuries or health problems
- Check for adequate medical supplies
    - AED in Gym
    - Transport equipment (wheel chair, crutches) in Nurse's Station
    - Ice, towels, Ziploc bags in Nurse's Station
    - OCS Athletics First Aid Backpacks
        - One for Athletics Dept. Closet and One stored in closet, but taken to away games
            - Emergency contact and allergen list
            - Emergency procedures and protocols (SERT and EAP)
            - General First Aid Supplies: band aids, gauze, tape, alcohol pads, burn cream, sanitizer, ace bandage, triangle bandage
            - Tools: scissors, mouthguard, whistle, flashlight, mask