



## PETERSFIELD TOWN JUNIORS and AFC PETERSFIELD FOOTBALL CLUB

### EMERGENCY ACTION PLAN (EAP)

**The Emergency Action Plan** for Petersfield Town Juniors and AFC Petersfield Football Club in the event of an injury or incident during training or whilst a game of football is taking place involving a team is as follows;

**Prior** to any games taking place either **Home or Away**, teams should have an in date **Emergency First Aid trained person** in attendance and an adequately stocked **First Aid** bag.

Before Home games take place at the Love Lane or Penns Place Managers and Assistants should check that the Emergency access to the Sports Fields is not blocked and that the whereabouts of the key to the gate is known. There is a key in the Love Lane pavillion for access from the car park; team Managers and Assistants are to ensure they are familiar with where the key is held (ask a committee member). There is a combination lock at Penns Place and at the Moggs Mead side of Love Lane recreation ground; team Managers and Assistants are to ensure they know this 4-digit code (ask a committee member).

Team Managers and Assistants are to familiarise themselves with any specific Away venue procedure that might be in place when they arrive on site for away fixtures.

**The EAP will consist of 5 steps - Danger (Incident Safety), Response, Send for Help, Airway & Normal Breathing, Compressions, and Defibrillation.**

Should an incident occur which involves a player(s) being injured then the following procedure should be taken;

**SALTAPS** is the set procedure for recognising an injury to a player(s) on the field of play.

**S** = See the Injury Occur

**A** = Ask the player questions about the injury?

R A B for an unconscious player. (Response, Airway & Normal Breathing)

**L** = Look at the Injury

**T** = Touch; Palpate the Injured Part of the Anatomy.

**A** = Active Movements from the Player

**P** = Passive Movements by the First Aider

**S** = Strength – Player's Movements Resisted by the First Aider.

It is very important to ensure that when it is quite evident that a player **can** continue playing all stages of the SALTAPS procedure assessment are carried out. **Never** progresses through the SALTAPS routine when a player's signs and symptoms indicate the injury is too severe to continue with this process! When dealing with a bleed it is important that protective gloves are worn.

**Major/Serious Injuries** - Most injuries that occur will be minor but in the case of a major injury then prompt action is required; an ambulance should be called for as soon as it is recognised that a player has a life threatening or serious injury/illness.

**DO NOT** move the injured player/change/alter the player's position or remove any equipment as this could cause further harm to the player.



**DO** immediately organise for an ambulance (get a responsible adult to call 999) so that specialist attention can be given to the injured player. Ensure the Emergency Access to the field is opened (see above). Steady and support the player by making them as comfortable and warm as possible until the Ambulance arrives. Ensure a person/guide is in the Car Park to assist the Ambulance arrival on site and direct the responders to the scene. A designated person will be required to look after the other non-affected players.

**Airway & normal breathing** if when checking the injured player they do not respond ensure there is an open Airway and check for normal breathing. If breathing place the player in the Recovery position whilst awaiting further assistance, observe the player for continued breathing until more qualified help arrives. If injured person is not breathing then carryout treatment as per current training given by your EA Instructor. *Remember any resuscitation is better than no resuscitation at all!*

**Defibrillation** is the emergency procedure carried out when an electronic device called an Automated External Defibrillator (AED) is applied to the chest of a cardiac arrest casualty. If needed, a debrillator should be used *as soon as possible*. Managers and assistants should ensure they are familiar with the location of the nearest AED.

- The club owns is an AED which is kept in the Love Lane Pavillion.
- There is an AED at Penns shared with the Rugby Club and in a box mounted on the outside of the rugby clubhouse.
- The Taro Leisure Centre at Penns Place also has an AED which is kept at the reception desk.
- The Petersfield School has an AED which is on the external wall of the sports hall next to the astro turf pitches.

**Head Injuries** – carry out first aid treatment in accordance with training given in the FA Emergency Aid Course or First Aid training through an acceptable non-FA medical qualification course.

A player suffering a Head Injury should be taken to hospital if he becomes unconscious, has lowered levels of unconsciousness, has decreased responsiveness, vomits, feels sick, has a headache, becomes restless or irritable, becomes dizzy or drowsy, has a fit (convulsion), becomes confused, has a change in personality or behaviour, has noisy breathing, has a slow pulse rate or it begins to slow or has affected speech (e.g. slurring).

**Unconscious Player** - Arrange for them to be taken to hospital via an Ambulance. Keep an open and clear airway until more qualified Medical help arrives. **DO NOT** leave the unconscious person alone, **DO NOT** give them food or drink.

When playing at the Home venue or training at the venue all Major Injuries must be recorded on an **Accident Report Form** available on the club website and reported to the Club Secretary; this includes anyone going to hospital for further treatment. When playing at an away venue ensure details are recorded as per the Away Club EAP.

#### **Points of Note;**

Carry and use only medical items that you have been trained to use. Limit your first aid treatment and or advice to the knowledge and practice to which you are formally trained.

Be aware of any pre-existing medical conditions that your players may have and ensure that their required medication is accessible when needed.

Carry yellow plastic bags for the disposal of contaminated items (you should ensure any area contaminated by blood, vomit or other bodily fluids/substances is cleaned appropriately).

Team managers and assistants are to carry with them at all times emergency Contact details for their players. All managers and assistants are reminded that they should refresh their First Aid qualification at



least every three years. The responsibility lies with the respective Individual to remain in date. The Club's Charter Standard Officer will assist to ensure personnel remain in date for EA Qualification.

*Addresses for emergency services:*

- Petersfield Town Juniors (5v5, 7v7) and AFC Petersfield: Love Lane, Petersfield, GU31 4BW
- Petersfield Town Juniors (9v9, 11v11): Penns Place, Petersfield, GU31 4EX
- The Petersfield School (training venue): Cranford Road, Petersfield, GU32 3LU

*Emergency contacts:*

- Child welfare officer: Julia Nesbitt, phone 07966 456482
- Chairman: Nick Orr, phone 07860 152311
- Secretary: David Wands, phone 07958 194064

*NHS treatment centres*

- Emergency Department: Queen Alexandra Hospital, Southwick Hill Road, Cosham, PO6 3LY
- Minor Injuries Clinic: Petersfield Hospital, Swan Street, GU32 3LB (8am-6pm, 7 days a week)

Updated 19<sup>th</sup> May 2020

