



Emergency Operations Plan
Riley Boatwright Act Law Annex



Woodward Public Schools



RILEY BOATWRIGHT ACT

The following information is taken from [SB 1198, 2020 under 70 O.S. § 27-104](#)

SUBJECT: Creating the Riley Boatwright Act

BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA: SECTION 1. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 27-104 of Title 70, unless there is created a duplication in numbering, reads as follows:

A. This act shall be known and may be cited as the “Riley Boatwright Act”.

B. Prior to the beginning of the 2020-2021 school year, each school district board of education shall coordinate with the emergency medical services provider that serves the area in which the school district is located to develop a plan for the provision ENR. S. B. NO. 1198 Page 2 of emergency medical services at athletic events or activities held at school district facilities.

C. The plan developed pursuant to subsection B of this section shall be reviewed and updated annually as appropriate and placed on file with the school district and the emergency medical services provider. SECTION 2. This act shall become effective July 1, 2020.



DATE: August 1st, 2022

Riley Boatwright Emergency Plan

Woodward Public Schools, in compliance with the Riley Boatwright Act, developed this plan to be in effect beginning August 17th, 2020 and will be reviewed annually for revisions and updates as necessary. This plan will cover the district's cooperation with Woodward County EMS to provide emergency services at school athletic events. While it is not feasible to have an ambulance at every district event, the following events will have an ambulance on hand at the discretion and availability of the Woodward County EMS.

- High School Football

An athletic trainer or EMR certified staff member at many sporting events. In the event the Woodward County EMS, Athletic Trainer or EMR Certified Staff is not available at an event, the administrator in charge can use his/her discretion in contacting the Woodward EMS at (580) 254-3341 or call 911 in case the need arises.

The district understands that the Woodward County EMS covers more than just the school events and they may be called away from an event to handle other emergencies in the community.

This plan will be filed with Pebbles Luddington with the Woodward County EMS and Kyle Reynolds, Superintendent at Woodward Public Schools.

Pebbles Luddington

Date

Kyle Reynolds

Date



Woodward Public Schools Athletic Medical Emergency Plan

Introduction

Emergency situations may arise at any time during athletic events. Immediate action is necessary to provide the best possible care for participants. Having an established plan reduces confusion, provides for a more expedient response, and ultimately promotes the best outcomes for students and their families.

Components of a Plan

1. Emergency - What constitutes an Emergency?
2. Personnel - Who will be involved and What is their role?
3. Communication - Calling 911: Who and When?
4. Venue Specific - Where to go and How to get in.

Emergency

An emergency is the need for emergency medical services to provide evaluation and/or transportation of an athlete. It is important to provide coordination between school staff to provide the most effective response. While it is impossible to anticipate every situation which might occur, staff should always err on the side of student safety. Situations where 911 should *always* be called are when an athlete:

- is not breathing
- has lost consciousness
- has a suspected neck or back injury
- has an open fracture (bone through the skin)
- has severe heat exhaustion or heat stroke
- has severe bleeding that cannot be stopped
- has any condition which staff feel is a concern and beyond their ability to treat

Personnel

There are two aspects to the personnel component. The Chain of Command and the Medical Responders. While a school administrator may be in command of the situation, coaches and student athletic trainers may be the staff rendering care to the athlete. Those in the chain of command should always give due regard to the information received from those Medical Responders rendering care.



The determination of an emergency and the initial activation of this plan should always occur from someone who is with the athlete. While duties may be designated which occur away from the immediate emergency once the plan has been activated, the initial call should come from someone who is *with* the injured athlete.

The Chain of Command for Athletic Medical Emergencies for Woodward Public Schools is:

- Athletic Director
- Administrator
- Certified Athletic Trainer
- Head Coach
- Assistant Coach
- Student Athletic Trainers
- Other Athletes

While chain of command may differ for other aspects of the school response such as public information, this is specific to decisions made for the medical response and the medical well-being of the athlete. To avoid confusion there must be a designated individual in charge to make decisions about the care the athlete receives.

Medical Responders and Protocols must be determined by each individual school with roles and duties designated from that school district. EMS will not attempt to address what treatment will be provided by school staff or what credentials are necessary for emergency response team members.

Communication

Communication is essential for a prompt response during emergencies. Staff and EMS providers must work together to provide the best emergency response capability possible for athletes.

Once the decision has been made to call for EMS a *specific individual* should be told to call 911. This is a cornerstone of ensuring an action takes place. The statement, “Someone call 911,” may leave room for the thought that someone else is already doing it. By the person making the decision to call 911 giving the instructions to a specific individual, this ensures the call takes place immediately.

Whenever possible the individual calling 911 should be both familiar with the venue specific emergency plan and with the patient. Having someone familiar with the venue specific plan allows for



them to relay accurate access instructions to the dispatcher and having the caller with the injured athlete allows the most accurate information to be relayed to the dispatcher.

EMS dispatchers should all be trained in Emergency Medical Dispatch (EMD) protocols, in certain situations they may also be able to give the caller lifesaving instructions. Discuss these protocols with your local EMS service.

There should always be a staff member present at all events which has a copy of the emergency contact list for each student.



Venue Specific Plans

Below is attached site specific instructions for the different Woodward Public Schools facilities which host athletic events. While staff should be familiar with the entirety of this plan, a copy of the venue specific plan should always be present at events held at that location. Each venue should have its plans reviewed with staff to ensure the correct access points and equipment location is known.

Woodward High Schools Athletic Medical Emergency Plan High School Football Field

(HS/MS Football and Soccer Games/Practice, Track Practice)

2406 13th St.

Woodward, OK 73801

Facility Name/Location:

Boomer Stadium
2406 13th St.
Woodward, OK 73801

Emergency Personnel:

EMS/First Responders, Athletic Trainer, Coach, On Duty Administrator
Emergency Communication: Cell phones

Location of AEDs:

1. EMS truck on standby
2. Coaches office in stadium

Emergency Instructions:

1. Establish scene safety and provide immediate care for injured athlete
2. Activate Emergency Medical Services (EMS)
 - a. Dial 911
 - b. Give a phone number and address of location: 2406 13th St. Woodward, OK 73801
 - c. Give a brief description of the injury/condition
 - d. Provide specific access instructions: i.e. "Use the entrance at the stop light, go to the building with the green roof. The south fire doors will be open into the gym."
 - e. Follow any other instructions from the Emergency Medical Dispatcher
3. Direct specific individuals to meet and direct EMS, unlock doors, open gates, etc.
4. Continue providing care to athletes to the highest level possible.
5. Contact Parent
6. Contact Administration

**Emergency Phone Numbers:**

_____ Emergency: 911
Woodward Police: 580-254-8518
Woodward Fire/First Responders: 580-254-8518

Woodward High School Contact Names/Numbers:

_____ District Athletic Director:
David Norton - 580-273-5002
Woodward Campus Police:
Jack Brown: 580-334-5172

Hospitals:

_____ *Treatments center/hospitals will depend on patient's parents/legal guardians*
Woodward Regional Hospital - 900 17th St, Woodward, OK 73801

Map of Facility:

_____ See attached pages

Emergency Plan:***Life Threatening Injury:***

- Parents/Guardian will be contacted by Certified Athletic Trainer (ATC) or appointed individual, if time allows, if not they will be contacted once emergency personnel have arrived and taken over care.
- ATC will ask individuals to find the Athletic Director or Coach who will notify EMS (on site).
- ATC will administer appropriate care to injured athlete until EMS arrives
- EMS will be on site for all football events
- If parents/guardians are present they will accompany the minor in the ambulance. If not present, school officials will accompany the minor.

Non-Life Threatening Injury:

- Parent/Guardian will be contacted by ATC or appointed individual
 - If parents/guardians cannot be reached, emergency contact will be
- ATC will administer appropriate care to the injured athlete until the parent/guardians have arrived.
- Parents/guardians will be given instructions to the nearest healthcare facility.

Severe Weather/Natural Disaster:

- All stands will be cleared by the Athletic Director. Spectators will not be allowed back until the all clear is given by the AD.
- The Home Team will take shelter in their locker room.
- Visiting Team will take shelter in the visiting locker room or on their bus
- Unattended children, home, and visiting fans will take shelter in the Woodward Field House west of Boomer Stadium.



**Woodward High Schools Athletic Medical Emergency Plan
High School Softball/Baseball Field**

(baseball, softball games/practice, soccer practice)

2406 13th St.

Woodward, OK 73801

Facility Name/Location:

Baseball/Softball Field

2406 13th St.

Woodward, OK 73801

Facility Name/Location:

Boomer Stadium

2406 13th St.

Woodward, OK 73801

Emergency Personnel:

EMS/First Responders, Athletic Trainer, Coach, On Duty Administrator

Emergency Communication: Cell phones

Location of AEDs:

1. EMS truck on standby (games)
2. Home Dug Out

Emergency Instructions:

3. Establish scene safety and provide immediate care for injured athlete
4. Activate Emergency Medical Services (EMS)
 - f. Dial 911
 - g. Give a phone number and address of location: 2406 13th St. Woodward, OK 73801
 - h. Give a brief description of the injury/condition
 - i. Provide specific access instructions: i.e. "Use the entrance at the stop light, go to the building with the green roof. The south fire doors will be open into the gym."
 - j. Follow any other instructions from the Emergency Medical Dispatcher
7. Direct specific individuals to meet and direct EMS, unlock doors, open gates, etc.
8. Continue providing care to athletes to the highest level possible.
9. Contact Parent
10. Contract Administration

Emergency Phone Numbers:



_____Emergency: 911
Woodward Police: 580-254-8518
Woodward Fire/First Responders: 580-254-8518

Woodward High School Contact Names/Numbers:

_____District Athletic Director:
David Norton - 580-273-5002
Woodward Campus Police:
Jack Brown: 580-334-5172

Hospitals:

_____Treatments center/hospitals will depend on patient's parents/legal guardians
Woodward Regional Hospital - 900 17th St, Woodward, OK 73801

Map of Facility:

_____See attached pages

Emergency Plan:

Life Threatening Injury:

- Parents/Guardian will be contacted by Certified Athletic Trainer (ATC) or appointed individual, if time allows, if not they will be contacted once emergency personnel have arrived and taken over care.
- ATC will ask individuals to find the Athletic Director or Coach who will notify EMS (on site).
- ATC will administer appropriate care to injured athlete until EMS arrives
- EMS will be on site for all football events
- If parents/guardians are present they will accompany the minor in the ambulance. If not present, school officials will accompany the minor.

Non-Life Threatening Injury:

- Parent/Guardian will be contacted by ATC or appointed individual
 - If parents/guardians cannot be reached, emergency contact will be
- ATC will administer appropriate care to the injured athlete until the parent/guardians have arrived.
- Parents/guardians will be given instructions to the nearest healthcare facility.

Severe Weather/Natural Disaster:

- All stands will be cleared by the Athletic Director. Spectators will not be allowed back until the all clear is given by the AD.
- The Home Team will take shelter in their locker room.
- Visiting Team will take shelter in the visiting locker room or on their bus
- Unattended children, home, and visiting fans will take shelter in the Woodward weight room south of the fields.



Woodward High Schools Athletic Medical Emergency Plan
High School Boomer Fieldhouse
(HS Basketball Games/Practice/ Cheer & Dance Practice)
2406 13th St.
Woodward, OK 73801

Facility Name/Location:

Boomer Fieldhouse
2406 13th St.
Woodward, OK 73801

Emergency Personnel:

EMS/First Responders, Athletic Trainer, Coach, On Duty Administrator
Emergency Communication: Cell phones

Location of AEDs:

3. EMS truck on standby (games)
4. HS office

Emergency Instructions:

5. Establish scene safety and provide immediate care for injured athlete
6. Activate Emergency Medical Services (EMS)
 - k. Dial 911
 - l. Give a phone number and address of location: 2406 13th St. Woodward, OK 73801
 - m. Give a brief description of the injury/condition
 - n. Provide specific access instructions: i.e. "Use the entrance at the stop light, go to the building with the green roof. The south fire doors will be open into the gym."
 - o. Follow any other instructions from the Emergency Medical Dispatcher
11. Direct specific individuals to meet and direct EMS, unlock doors, open gates, etc.
12. Continue providing care to athletes to the highest level possible.
13. Contact Parent
14. Contract Administration

Emergency Phone Numbers:

_____ Emergency: 911
_____ Woodward Police: 580-254-8518
_____ Woodward Fire/First Responders: 580-254-8518

Woodward High School Contact Names/Numbers:

_____ District Athletic Director:
David Norton - 580-273-5002



Woodward Campus Police:
Jack Brown: 580-334-5172

Hospitals:

_____ *Treatments center/hospitals will depend on patient's parents/legal guardians*
Woodward Regional Hospital - 900 17th St, Woodward, OK 73801

Map of Facility:

_____ See attached pages

Emergency Plan:

Life Threatening Injury:

- Parent/Guardian will be contacted by Certified Athletic Trainer (ATC) or appointed individual, if time allows, if not they will be contacted once emergency personnel have arrived and taken over care.
- ATC will ask individuals to find the Athletic Director or Coach who will notify EMS (on site).
- ATC will administer appropriate care to injured athlete until EMS arrives
- EMS will be on site for all football events
- If parents/guardians are present they will accompany the minor in the ambulance. If not present, school officials will accompany the minor.

Non-Life Threatening Injury:

- Parent/Guardian will be contacted by ATC or appointed individual
 - If parents/guardians cannot be reached, emergency contact will be
- ATC will administer appropriate care to the injured athlete until the parent/guardians have arrived.
- Parents/guardians will be given instructions to the nearest healthcare facility.

Severe Weather/Natural Disaster:

- All stands will be cleared by the Athletic Director. Spectators will not be allowed back until the all clear is given by the AD.
- The Home Team will take shelter in their locker room.
- Visiting Team will take shelter in the visiting locker room or on their bus
- Unattended children, home, and visiting fans will take shelter in the Woodward Field House storm room south of the gym.



Woodward High Schools Athletic Medical Emergency Plan
Middle School Athletic Facilities
(MS Basketball Games/Practice/ Cheer Practice/Football)

2406 13th St.
Woodward, OK 73801

Facility Name/Location:

Middle School
913 Maple Ave
Woodward, OK 73801

Emergency Personnel:

EMS/First Responders, Athletic Trainer, Coach, On Duty Administrator
Emergency Communication: Cell phones

Location of AEDs:

5. EMS truck on standby (games)
6. MS office

Emergency Instructions:

7. Establish scene safety and provide immediate care for injured athlete
8. Activate Emergency Medical Services (EMS)
 - p. Dial 911
 - q. Give a phone number and address of location: 913 Maple Ave Woodward, OK 73801
 - r. Give a brief description of the injury/condition
 - s. Provide specific access instructions: i.e. "Use the entrance at the stop light, go to the building with the green roof. The south fire doors will be open into the gym."
 - t. Follow any other instructions from the Emergency Medical Dispatcher
15. Direct specific individuals to meet and direct EMS, unlock doors, open gates, etc.
16. Continue providing care to athletes to the highest level possible.
17. Contact Parent
18. Contract Administration

Emergency Phone Numbers:

_____ Emergency: 911
_____ Woodward Police: 580-254-8518
_____ Woodward Fire/First Responders: 580-254-8518

Woodward High School Contact Names/Numbers:

_____ District Athletic Director:
David Norton - 580-273-5002



Woodward Campus Police:
Jack Brown: 580-334-5172

Hospitals:

_____ *Treatments center/hospitals will depend on patient's parents/legal guardians*
Woodward Regional Hospital - 900 17th St, Woodward, OK 73801

Map of Facility:

_____ See attached pages

Emergency Plan:

Life Threatening Injury:

- Parent/Guardian will be contacted by Certified Athletic Trainer (ATC) or appointed individual, if time allows, if not they will be contacted once emergency personnel have arrived and taken over care.
- ATC will ask individuals to find the Athletic Director or Coach who will notify EMS (on site).
- ATC will administer appropriate care to injured athlete until EMS arrives
- EMS will be on site for all football events
- If parents/guardians are present they will accompany the minor in the ambulance. If not present, school officials will accompany the minor.

Non-Life Threatening Injury:

- Parent/Guardian will be contacted by ATC or appointed individual
 - If parents/guardians cannot be reached, emergency contact will be
- ATC will administer appropriate care to the injured athlete until the parent/guardians have arrived.
- Parents/guardians will be given instructions to the nearest healthcare facility.

Severe Weather/Natural Disaster:

- All stands will be cleared by the Athletic Director. Spectators will not be allowed back until the all clear is given by the AD.
- The Home Team will take shelter in their locker room.
- Visiting Team will take shelter in the visiting locker room or on their bus
- Unattended children, home, and visiting fans will take shelter in the Woodward gymnasium.