

# LEVELLAND ISD EMERGENCY ACTION PLAN

Levelland High School Back Gymnasium  
1400 Hickory St.  
Levelland, TX 79336

## Emergency Numbers:

- Ambulance/Police..... 911
- Athletic Trainer (Kelsey Beal)..... 903.517.4020
- Athletic Trainer (Randy Jackson)..... 217.638.0987
- Athletic Director (Curtis Lowery)..... 254.396.3704
- Superintendent (Jeff Northern)..... 806.898.5532

## In case of emergency:

1. When an athletic injury occurs, the most qualified individual on site will evaluate the athlete's condition (physician, athletic trainer, or coach).
2. If the individual evaluating the injury deems it is an emergency, one responsible individual will be designated to contact 911 using the most convenient phone and another will retrieve the appropriate emergency equipment onsite.
3. First aid will be administered until EMS arrives.
4. **Under NO circumstances will an under qualified individual move an injured athlete.**

## Phone Locations:

Each coaches office has a landline. Cell phones may also be used.

## If an emergency occurs, call 911 and tell them:

This is (*name and position*) from Levelland High School. We need an ambulance at the high school/event for a (*injury*). The athlete is (*present condition*) and at this time the Athletic Trainer is (*assistance being given*). Use the entrance on the north side of the school. There will be someone there to direct you. Do you have any questions?

## Once EMS has been activated:

1. Stay on the phone until the operator tells you to hang up. Report back to the emergency scene to confirm that an ambulance is on the way, then go to the entrance to direct emergency personnel to the scene. Make sure they have *all keys* available for appropriate locks.
2. Be sure to maintain a clear pathway for emergency personnel before, during, and after the event.
3. A coach or administrator should be sent to the hospital with the athlete if a parent is not available.
4. Notify the parents, Athletic Director, Athletic Trainer, and proper school administration if they are not present.

## Send athlete to the hospital if they:

- Have any unconsciousness
- Have any numbness or tingling that does not diminish
- Have difficulty breathing
- Have continued or excessive bleeding
- Are in excruciating pain
- Cannot move a limb or joint