

ARRSD

## Medical Emergency Response Plan



2021-2022

This plan must always be readily available for all those who supervise students.

# **06150000\_Athol-Royalston Regional School District 21-22**

## **Introduction**

The Department of Elementary and Secondary Education (ESE) is responsible for developing a model plan for schools. School districts are required to submit their plan to ESE. School nurses are identified in the law as being essential to the development of this plan (along with athletic team physicians, coaches, trainers and local Emergency Medical Services -EMS).

This plan is designed for any serious medical emergency and should be used in conjunction with the district CRISIS PLAN if necessary.

# 06150000\_Athol-Royalston Regional School District 21-22

## Index

- I. A method for establishing a rapid communication system linking all parts of the school campus, including outdoor facilities and practice fields, to local EMS and protocols to clarify when EMS and other emergency contact people should be called
- II. A determination of EMS response time to any location on campus
- III. A list of relevant contacts and telephone numbers with a protocol indicating when each person shall be called, including names of experts to help with post-event support
- IV. A method to efficiently direct EMS personnel to any location on campus, including to the location of available rescue equipment
- V. Safety precautions to prevent injuries in classrooms and on the facilities should be reviewed. (Documentation of how and where injuries occur should also be kept)
- VI. A method of providing access to training in CPR and First Aid for teachers, athletic coaches, trainers and other school staff, which may include training high school students in CPR
- VII. The location of AEDs in the school and whether or not its location is fixed or portable, and a list of personnel who are trained in its use

List of CPR/AED certified staff

Sports related head injuries and concussion policy

Management of sports related head injuries

Maps of schools

Aerial photos of schools

Sample Injury Form

# 06150000\_Athol-Royalston Regional School District 21-22

I. A method for establishing a rapid communication system linking all parts of the school campus, including outdoor facilities and practice fields, to local EMS and protocols to clarify when EMS and other emergency contact people should be called.

**Method of communication:** Cell phone/walkie talkie used outside building in all schools.

**Inside buildings:** Classrooms and other student assembly areas will use telephones to communicate. Teachers and or supervisors of students will remain with the child in need.

**Outside the school building:** Faculty and staff will be required to carry a walkie-talkie.

**Local EMS protocols clarifying when EMS or emergency people contacts:**

The supervisor of students feels that a child or an adult is experiencing a *major emergency*; do not wait to notify the main office and school nurse. **CALL 911. Immediately after calling 911, the school nurse or other staff certified CPR/First Aid should be contacted.**

Examples of major emergencies are when a child or adult:

- sustains a head injury
  - experience chest pain or shortness of breath
  - has an allergic reaction caused by bee stings, or food or other allergen
  - major bleeding
  - trauma
  - altered mental state.
- 
- Notify 911
  - Notify the School Nurse and any other CPR/First Aid certified person in the immediate area to render medical care.
  - If possible, isolate the affected student/adult. (C-Spine Compromise) **DO NOT MOVE PERSONS WITH HEAD, NECK OR BACK INJURIES.**
  - Notify the Principal or designee.

# 06150000\_Athol-Royalston Regional School District 21-22

## II. A determination of EMS response time to any location on campus.

Athol-Royalston Middle School: 4 minutes

Athol High School: 2 minutes

Athol Community Elementary School: 4 minutes

Royalston Community School: 15 minutes by Athol Rescue  
22 minutes by Woods Ambulance from Gardner

Alternate places where ARRSD students frequent:

Athol Library: 3 minutes

Silver Lake ball fields: 4 minutes

Athol YMCA: 3 minutes

## III. A list of relevant contacts and telephone numbers with a protocol indicating when each person shall be called, including names of experts to help with post-event support.

ARRSD Crisis Team:

- Principal
- Assistant Principal
- Counselors, school nurse, school adjustment counselor
- Department chairs, Team Leaders
- Secretaries

Contacts: ARRSD Superintendent/ Directors/ Principals/ and Vice Principals Contact information:

## 06150000\_Athol-Royalston Regional School District 21-22

Position	Name	Office	Cell	Home	Other
Superintendent of Schools	Darcy Fernandes	978-249-2400	508-317-9159		
Director of Pupil Services	John Salovardos	978-249-2403			
Director of Technology	Edward Skutnik	978-249-2400	413-824-2801		
ARRSD Athletic Director	Dan Bevis	978-249-2435	978-790-5635		
ARMS Principal	Julie Stanley	978-249-2430	978-501-6540		
ARMS Assistant Principal	Dan Hill	978-249-2430	978-895-5003		
ARMS Dean of Students	Christina Mullen	978-249-2430	978-894-4584		
AHS Principal	Dave King	978-249-2435	978-660-4809		
AHS Dean of Students	David St. Jean	978-249-2435	978-790-4369		
AHS Dean of Students	Amanda Pagar-Wein	978-249-2435	978-467-6255		
ACES Principal	Shannon Cleveland	978-249-2406	978-257-4902		
ACES Assistant Principal	Kim Leesha	978-249-2406	978-696-1507		
ACES Assistant Principal	Brandi Brown	978-249-2406	978-790-3379		
RCS Principal	Becky Janda	978-249-2900	978-873-0611		
Facilities and Grounds	Stephen Femino	978-249-2403	978-821-3253		

Hospital #978-249-3511

Athol Fire #978-249-3534 – OR – 911

Royalston Fire #978-249-8138

Athol Police #978-249-3232– OR – 911

Royalston Police #978-249-5838

**IV. A method for efficiently directing EMS personnel to any location on campus, including the location of available rescue equipment.**

# 06150000\_Athol-Royalston Regional School District 21-22

## IN THE EVENT OF A MEDICAL EMERGENCY SOMEONE SHOULD BE POSTED OUTSIDE THE SCHOOL/ AREA TO MEET AND TO DIRECT AMBULANCE PERSONNEL.

Custodians and/or designated school personnel will be used as the primary individual to direct EMS personnel.

Maps and access routes: The following maps and access routes show access to places of assembly in and outside schools. Also delineated where possible, an area for life flight to land. Maps also indicate the inside pathways of the schools.

SEE APPENDIX

### **V. Safety precautions to prevent injuries in classrooms and on the facilities should be reviewed.**

Documents relating to all ARRSD injuries are kept by the business manager of the district located at the central office.

School nurses maintain a list of injuries and meet semiannually with the principal to discuss data relating to areas of the building prone to injury. Principals and faculty will work with this data to improve safety in those areas.

### **VI. A method of providing access to training in CPR and First Aid for teachers, athletic coaches, trainers and other school staff, which may include training high school students in CPR.**

#### **First Aid and CPR training in district:**

Training teachers: Professional development offerings annually.

Athletic coach training: All coaches

Other school staff: The district offers annually CPR/First Aid classes annually.

Student training: Certification in CPR and First Aid is offered to high school students annually through the Health course.

### **VII. The location of AEDs in the school and whether or not its location is fixed or portable, and a list of personnel who are trained in its use.**

NOTE: School based lists of individuals having CPR/AED training will be inserted into this document.

#### Location of AEDs in district:

# 06150000\_Athol-Royalston Regional School District 21-22

## Athol High School

Location: Device located in the wall by the main office, across from the gymnasium.

Device located in the press box, near athletic fields

Portable device used for offsite athletic fields in town

Persons trained to use AED: School nurse, faculty and staff who have CPR/AED certificates.

## Athol-Royalston Middle School

Location: Off main entry hall, left hallway on the right wall

Persons trained to use AED: School nurse, faculty and staff who have CPR/AED certificates,

## Athol Community Elementary School

Location: In Hallway outside Gym doors

Persons trained to use AED: School nurse, faculty and staff who have CPR/AED certificates.

## Royalston Community School

Location: First floor at the bottom of the stairs to the second floor near the fire hose

Persons trained to use AED: School nurse, faculty and staff who have CPR/AED certificates.

## 2020-2021 List of CPR/AED Certified Staff

### **Athol Community Elementary School:**

Mary Sullivan, School Nurse

Jennifer Adams, School Nurse

### **Royalston Community Elementary School:**

Sheila Hall, School Nurse

### **Athol-Royalston Middle School:**

Sally Quinton, School Nurse

Carol Rogers, Administrative Assistant

### **Athol High School:**

Karen Lajoie, School Nurse

David King, Principal

Dan Bevis, Athletic Director



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