



The Home Of Football First Aid Emergency Action Plan

Its is important for all first aid trained staff/steward to not put themselves or any member of the public in danger when dealing/treating any medical situation/emergency.

The Emergency Action Plan for Sheffield Football Club in the event of an injury or incident whilst a game of football or event is to anyone within the grounds at the Home Of Football Stadium.

Should a medical situation/emergency occur during a game/event, to a player, team official or match official, at first point allow this to be assessed where possible by the designated match officials/team management/medical staff but assist and where necessary the designated first aid trained member of the operational/stewarding staff will perform first aid.

Prior to any games/event taking place at th HOF Stadium, it is imperative that a designated emergency first aid trained member of the operational/stewarding team with an in-date **Emergency Aid qualification** is present at every event/game held at the stadium. The defibrillator is located the **board room** and we also have several first aids kits in the ground located in the following locations: (Board Room, Secretaries Office, Canteen).

Before Home games take place, the head steward should check that the Emergency access to the pitch is not blocked and that the whereabouts of the code/key to the gate is known.

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 involving a guest/spectator/visitors/staff members/volunteer being injured then the following procedure should be taken;

D – Danger

On the first step of DRABC, you need to determine whether it is safe to approach the casualty and that yourself and anyone else aren't in a position to also become a casualty. For example; this could be stopping any oncoming traffic, looking out for live electricity, looking out for any places you could fall or trip over.

Once you can confirm there is no potential danger you can begin to assess the casualty.

R – Response

Next, you need to try and get some kind of response from the casualty so the casualty can tell you what is wrong with them. To do this use the AVPU scale which will help you scale the level of response from the casualty.

- **A – Alert:** first of all is the casualty moving or talking? If not proceed to V.
- **V – Voice:** Try speaking to the casualty loudly and clearly to see if they respond to speech. Make sure that you are in the casualty's eye line so that they can see who is talking. If you get no response, proceed to P.
- **P – Place:** Place your hand on the collarbone of the casualty and carefully but firmly shake them. At this point, you need to continue to speak to the casualty making them aware of who you are. P can also stand for pain if the casualty responds as if they are in discomfort. If they do not show any signs of responsiveness proceed to U.
- **U – Unresponsive:** at this point, you can assume the casualty is unresponsive.

A – Airways

Now you need to investigate why the casualty is unresponsive by checking their airway. To do this you need to place the casualty on their back and tilt their head back. Place your hand on the chin and forehead and lightly tip back their head. With your fingertips on the chin of the casualty lift their mouth open to open the airways.

B – Breathing

When the airway is open; lookout for any signs of normal breathing for 10 seconds. Look out for if the casualty looks to be breathing abnormally, infrequently or not at all. Start applying CPR if you notice any of these symptoms.

If the casualty is unresponsive but is breathing normally and isn't in a state where they can be moved without damaging them further put them into the recovery position.

C – Call 999 / Circulation

If you reach this point and the casualty isn't breathing, you need to get someone to call 999 or if you are alone put your phone on speakerphone and do it yourself. Never start [CPR](#) until the emergency services have been called. If possible get someone to go and get an [AED](#) while you speak to the emergency services and stay with the casualty if you are alone. If you would like to learn how to use an AED, why not attend the [AED Training](#) course?

DRABC – D

Some people consider the defibrillation stage as its own step in the DRABC procedure, therefore calling it DRABCD. Using a defibrillator is key to keeping someone alive and you need to take it seriously as a step.

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 casualty/change/alter the player's position or remove any equipment as this could cause further harm to the casualty.

DO immediately organise for an ambulance so that specialist attention can be given to the injured player. Ensure the Emergency Access to the ground is opened. Steady and support the player by making them as comfortable and warm as possible until the Ambulance arrives. Ensure a person/guide/Steward 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 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 qualified First Aiders apply an electronic device called an Automated External Defibrillator to the chest of a cardiac arrest casualty. Qualified medical staff would only carry out this procedure. (The HOF Stadium has a defib located in the board room)

Head Injuries With head injuries carryout First aid treatment IAW training given to date.

Important – A casualty 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 Casualty – 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.

All Major Incident or Accidents at the HOF stadium must be recorded in the Accident book held in the Secretaries Office by the General Manager/Appropriate Club Secretary/Head Steward, this includes anyone going to hospital for further treatment. accident should be reported to the general manager.

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 casualty may have and ensure that their required medication is accessible when needed.

Emergency Action Policy

The General Manager/Appointed Head Steward shall:

- Ensure you know that the first aider has an FA FIRST AIDER qualification that is in date.
- Ensure your first aid kit is with available and in date.
- Ensure your mobile phone is available and charged.
- Ensure you know the post code for the HOF football stadium
- Ensure you have all MEDICAL EQUIPMENT is appropriately stocked and defib available before any game or event at the HOF stadium.
- Ensure the match day environment is safe and appropriate for the game/event.
- Have a colleague/volunteer who can support you should an incident occur.
- Act in line with the First Aid Qualification should you need to.
- After an incident complete an accident incident report located in the secretary's office.