



Sheffield F.C. - Team First Aid Emergency Action Plan

It 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 is taking place involving a Team is as follows;

Prior to any games taking place either **Home or Away** it is imperative that each team has an in date **Emergency Aid trained person** accompanying the team and an adequately stocked **First Aid** bag in attendance (First Aid Bags have expiry dates on them for guidance). We also have a number of first aids kits in the ground located in the following locations: (Board Room, Secretaries Office, Canteen).

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

Team Managers/Coaches are to familiarise themselves with any specific Away venue procedure that might be in place when they arrive on site for their respective 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** progress 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 so that specialist attention can be given to the injured player. Ensure the Emergency Access to the field 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 player suffering a Head Injury should be taken to hospital if he becomes unconscious, has lowered levels of consciousness, 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 in the Accident book held in the Centre and by the General Manager/Appropriate 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. The Accident Logbook Is located in the secretary's office, all incidents/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 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/Coaches are to carry with them at all times emergency Contact details for their players. All Managers/Coaches 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.

- Each team must have an identified FA Emergency Aid certified coach at the match prior to kick off.
- The Post Code for the HOF football ground is S18 2GD.
- You must have a mobile phone with you.
- Always identify who will help you should an incident occur and ensure they are aware.
- If an incident occurs, follow your FA Emergency Aid qualification.
- In an emergency dial 999 or 112 (gives GPS to emergency services).

Emergency Action Policy

The Team Manager 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 you and in date.
- Ensure your mobile phone is available and charged.
- Ensure you know the post code for the pitch you are playing at.
- Ensure that you check your own player cards each game for player medical conditions and that it has an emergency contact number.
- Ensure you have all player MEDICAL EQUIPMENT in a safe place for medical conditions.
- Ensure the match day environment is safe and appropriate for football.
- Have a colleague who can support you should an incident occur.
- Ensure that you check your own player cards each game for player medical conditions and that it has an emergency contact number.
- Act in line with the FA First Aid Qualification should you need to.
- After an incident return a club accident form to the club welfare officer.

NO FIRST AIDER – NO MATCH NO MEDICAL EQUIPMENT – CAN'T PLAY