

## Policy

### Transportation, Lodging & Per Diem

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4-10-19

Transportation: Busing (School Bus) will be provided to any and all teams who properly request transportation. Teams may request Charter buses if the following criteria are met; Trips are over 50 miles one way and buses will be carrying more than 30 students.

Lodging: All athletic teams are required to reserve rooms which provide the following; lodging must have rooms that open to an interior corridor, provide free breakfast and house 4 people per room.

Per Diem: \$21.00 per day.

Exceptions to the policy: Exceptions may be made to the items above if a team has advanced to regional or state tournament play and voted on by SBDM with recommendations from Gender Equity Committee.

## Policy

### Banquets

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4-10-19

Banquet/Awards are defined as those specific awards given by a specific sport for individual accomplishments through a specific season.

- A. Each athletic teams must have a Banquet/Awards program for its team.
- B. All banquets/award programs shall be held in the cafeteria.
- C. Athletic Department will contribute \$150.00 towards the awards.
- D. Athletic Department will provide meat and drinks and parents will provide side dishes.
- E. If a team elects to use an outside venue, the athletic department will pay up to \$10.00 per athlete.

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4-10-19

Procedure for the Emergency Medical Assistance of an Injured Athlete

Baseball Field

These procedures should be clearly understood and practiced by everyone involved in the care of an injured athlete so that each person will be prepared for a potentially life-threatening or fatal situation. The school personnel designated in the emergency plan MUST remain calm and respond in a professional manner. A telephone should ALWAYS be accessible with emergency telephone number posted nearby. If a certified athletic trainer is NOT present, the Head Coach is the designated person to act in the certified athletic trainer's absence. Therefore, the Head Coach will take the responsibilities of the certified athletic trainer in this outlined procedure and will act accordingly.

SERIOUS INJURY

A serious injury is one which requires hospitalization and/or there is little or no time to consult with a physician before taking action.

Example: ,

1. Stoppage of breathing/heart
2. Severe Bleeding
3. Obvious serious fracture/dislocation
4. Possible back, head, or neck injury
5. Heat Stroke
6. Unconsciousness

PROCEDURE

- I. The Certified Athletic Trainer (head coach) shall attend to the athlete and evaluate the injury and situation.
2. The Certified Athletic Trainer (head coach) shall provide the necessary first aid .
3. The Certified Athletic Trainer (head coach) shall instruct the head coach or assistant coach to take the following action: " "
- a. Call 911 and activate the Emergency Medical Services System.
- b. Give the following information:
  1. Your name and title.
  2. Nature of the injury.
  3. Location of the injury (be specific).
  4. DO NOT hang up until the dispatcher hangs up.
- c. Telephones are located in the:
  1. Front Office
  2. A.D. Office
  3. Coaches Office
  4. Hallway outside the Front Office (pay telephone)
  5. Every Classroom
  6. Cellular Telephone

- d. Call the athlete's parent/guardian and inform them of the athlete's injury and determine which hospital the athlete should be taken to for treatment.  
*{Remember - If a life-threatening situation exists and you are unable to contact the parent/guardian, the athlete must receive immediate medical attention at the nearest hospital as quickly as possible. The Certified Athletic Trainer or the Head Coach must accompany the injured athlete in the ambulance with the Emergency Information Form and remain with the athlete at the emergency room until the parent/guardian arrives.}*
  - e. Pick up the athlete's Emergency Information Form so the parental permission for emergency treatment can accompany the athlete to the hospital.
  - f. Return to the field/court and assist in any way possible.
4. An assistant coach should assist the Certified Athletic Trainer in any way possible while the ambulance is being called.
  5. An assistant coach/student shall meet the ambulance and direct them to the proper place.
  6. Once the ambulance personnel arrive on the scene, they are responsible for the athlete's treatment and transportation.
  7. A assistant coach or school representative shall accompany the athlete to the hospital if the parent/guardian are not present. *{Another student or athlete is NOT allowed to accompany the injured athlete to the hospital in the ambulance.}*
  8. The Head Coach should make arrangements for the athlete's clothes and personal belongings to be taken to the hospital.

#### OTHER INJURIES REQUIRING MEDICAL ATTENTION

Example:

1. Lacerations which require suturing.
2. Possible fractures/dislocations
3. Heat Exhaustion ....
4. Orthopedic injuries that should have early medical diagnosis (knees, moderate to severe sprains and strains).

#### PROCEDURE

1. The Certified Athletic Trainer (head coach) will determine the degree of seriousness and assess the athlete's pain level.
2. The Certified Athletic Trainer (head coach) will administer the necessary first aid.
3. Contact the parent/guardian and inform them of the POSSIBLE injury. Be sure to give your name and title.
4. Suggest that their son/daughter may require further medical attention.
5. Discern from the parent/guardian whether they wish to come and pick up their son/daughter and transport them to a doctor/hospital or whether the parent/guardian wish the injured athlete to be transported to the emergency room via ambulance where they will meet the injured athlete. If transported by ambulance, determine if the parent/guardian have a preference in hospitals.
6. If the athlete is transported by ambulance, the SERIOUS INJURY PROCEDURE must be followed.

## Procedure for the Emergency Medical Assistance of an Injured Athlete

These procedures should be clearly understood and practiced by everyone involved in the care of an injured athlete so that each person will be prepared for a potentially life-threatening or fatal situation. The school personnel designated in the emergency plan MUST remain calm and respond in a professional manner. A telephone should ALWAYS be accessible with emergency telephone number posted nearby. If a certified athletic trainer is NOT present, the Head Coach is the designated person to act in the certified athletic trainer's absence. Therefore, the Head Coach will take the responsibilities of the certified athletic trainer in this outlined procedure and will act accordingly.

### SERIOUS INJURY

A serious injury is one which requires hospitalization and/or there is little or no time to consult with a physician before taking action.

Example: ',

1. Stoppage of breathing/heart
2. Severe Bleeding
3. Obvious serious fracture/dislocation
4. Possible back, head, or neck injury
5. Heat Stroke
6. Unconsciousness

### PROCEDURE

- I. The Certified Athletic Trainer (head coach) shall attend to the athlete and evaluate the injury and situation.
2. The Certified Athletic Trainer (head coach) shall provide the necessary first aid.
3. The Certified Athletic Trainer (head coach) shall instruct the head coach or assistant coach to take the following action:  
" "  
a. Call 911 and activate the Emergency Medical Services System.
- b. Give the following information:
  1. Your name and title.
  2. Nature of the injury.
  3. Location of the injury (be specific).
  4. DO NOT hang up until the dispatcher hangs up.
- c. Telephones are located in the:
  1. Front Office
  2. A.D. Office
  3. Coaches Office
  4. Hallway outside the Front Office (pay telephone)
  5. Every Classroom
  6. Cellular Telephone

## Procedure for the Emergency Medical Assistance of an Injured Athlete

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- d. Call the athlete's parent/guardian and inform them of the athlete's injury and determine which hospital the athlete should be taken to for treatment.  
*{Remember - If a life-threatening situation exists and you are unable to contact the parent/guardian, the athlete must receive immediate medical attention at the nearest hospital as quickly as possible. The Certified Athletic Trainer or the Head Coach must accompany the injured athlete in the ambulance with the Emergency Information Form and remain with the athlete at the emergency room until the parent/guardian arrives.}*
  - e. Pick up the athlete's Emergency Information Form so the parental permission for emergency treatment can accompany the athlete to the hospital.
  - f. Return to the field/court and assist in any way possible.
4. An assistant coach should assist the Certified Athletic Trainer in any way possible while the ambulance is being called.
  5. An assistant coach/student shall meet the ambulance and direct them to the proper place.
  6. Once the ambulance personnel arrive on the scene, they are responsible for the athlete's treatment and transportation.
  7. A assistant coach or school representative shall accompany the athlete to the hospital if the parent/guardian are not present. *{Another student or athlete is NOT allowed to accompany the injured athlete to the hospital in the ambulance.}*
  8. The Head Coach should make arrangements for the athlete's clothes and personal belongings to be taken to the hospital.

### OTHER INJURIES REQUIRING MEDICAL ATTENTION

Example:

1. Lacerations which require suturing.
2. Possible fractures/dislocations
3. Heat Exhaustion
4. Orthopedic injuries that should have early medical diagnosis (knees, moderate to severe sprains and strains).

### PROCEDURE

1. The Certified Athletic Trainer (head coach) will determine the degree of seriousness and assess the athlete's pain level.
2. The Certified Athletic Trainer (head coach) will administer the necessary first aid.
3. Contact the parent/guardian and inform them of the POSSIBLE injury. Be sure to give your name and title.
4. Suggest that their son/daughter may require further medical attention.
5. Discern from the parent/guardian whether they wish to come and pick up their son/daughter and transport them to a doctor/hospital or whether the parent/guardian wish the injured athlete to be transported to the emergency room via ambulance where they will meet the injured athlete. If transported by ambulance, determine if the parent/guardian have a preference in hospitals.
6. If the athlete is transported by ambulance, the SERIOUS INJURY PROCEDURE must be followed.

## Procedure for the Emergency Medical Assistance of an Injured Athlete

### Cross Country-Miller Park

These procedures should be clearly understood and practiced by everyone involved in the care of an injured athlete so that each person will be prepared for a potentially life-threatening or fatal situation. The school personnel designated in the emergency plan MUST remain calm and respond in a professional manner. A telephone should ALWAYS be accessible with emergency telephone number posted nearby. If a certified athletic trainer is NOT present, the Head Coach is the designated person to act in the certified athletic trainer's absence. Therefore, the Head Coach will take the responsibilities of the certified athletic trainer in this outlined procedure and will act accordingly.

### SERIOUS INJURY

A serious injury is one which requires hospitalization and/or there is little or no time to consult with a physician before taking action.

Example: ',

1. Stoppage of breathing/heart
2. Severe Bleeding
3. Obvious serious fracture/dislocation
4. Possible back, head, or neck injury
5. Heat Stroke
6. Unconsciousness

### PROCEDURE

- I. The Certified Athletic Trainer (head coach) shall attend to the athlete and evaluate the injury and situation.
2. The Certified Athletic Trainer (head coach) shall provide the necessary first aid.
3. The Certified Athletic Trainer (head coach) shall instruct the head coach or assistant coach to take the following action: " "

  - a. Call 911 and activate the Emergency Medical Services System.
  - b. Give the following information:
    1. Your name and title.
    2. Nature of the injury.
    3. Location of the injury (be specific).
    4. DO NOT hang up until the dispatcher hangs up.
  - c. Telephones are located in the:
    1. Front Office
    2. J. A.D. Office
    3. Coaches Office
    4. Hallway outside the Front Office (pay telephone)
    5. Every Classroom
    6. Cellular Telephone

- d. Call the athlete's parent/guardian and inform them of the athlete's injury and determine which hospital the athlete should be taken to for treatment.  
*{Remember - If a life-threatening situation exists and you are unable to contact the parent/guardian, the athlete must receive immediate medical attention at the nearest hospital as quickly as possible. The Certified Athletic Trainer or the Head Coach must accompany the injured athlete in the ambulance with the Emergency Information Form and remain with the athlete at the emergency room until the parent/guardian arrives.}*
  - e. Pick up the athlete's Emergency Information Form so the parental permission for emergency treatment can accompany the athlete to the hospital.
  - f. Return to the field/court and assist in any way possible.
4. An assistant coach should assist the Certified Athletic Trainer in any way possible while the ambulance is being called.
  5. An assistant coach/student shall meet the ambulance and direct them to the proper place.
  6. Once the ambulance personnel arrive on the scene, they are responsible for the athlete's treatment and transportation.
  7. A assistant coach or school representative shall accompany the athlete to the hospital if the parent/guardian are not present. *{Another student or athlete is NOT allowed to accompany the injured athlete to the hospital in the ambulance.}*
  8. The Head Coach should make arrangements for the athlete's clothes and personal belongings to be taken to the hospital.

#### OTHER INJURIES REQUIRING MEDICAL ATTENTION

Example:

1. Lacerations which require suturing.
2. Possible fractures/dislocations
3. Heat Exhaustion ....
4. Orthopedic injuries that should have early medical diagnosis (knees, moderate to severe sprains and strains).

#### PROCEDURE

1. The Certified Athletic Trainer (head coach) will determine the degree of seriousness and assess the athlete's pain level.
2. The Certified Athletic Trainer (head coach) will administer the necessary first aid.
3. Contact the parent/guardian and inform them of the POSSIBLE injury. Be sure to give your name and title.
4. Suggest that their son/daughter may require further medical attention.
5. Discern from the parent/guardian whether they wish to come and pick up their son/daughter and transport them to a doctor/hospital or whether the parent/guardian wish the injured athlete to be transported to the emergency room via ambulance where they will meet the injured athlete. If transported by ambulance, determine if the parent/guardian have a preference in hospitals.
6. If the athlete is transported by ambulance, the ~~SERIOUS INJURY PROCEDURE~~ must be followed.



## Procedure for the Emergency Medical Assistance of an Injured Athlete

### TAYLOR COUNTY HIGH SCHOOL

These procedures should be clearly understood and practiced by everyone involved in the care of an injured athlete so that each person will be prepared for a potentially life-threatening or fatal situation. The school personnel designated in the emergency plan MUST remain calm and respond in a professional manner. A telephone should ALWAYS be accessible with emergency telephone number posted nearby. If a certified athletic trainer is NOT present, the Head Coach is the designated person to act in the certified athletic trainer's absence. Therefore, the Head Coach will take the responsibilities of the certified athletic trainer in this outlined procedure and will act accordingly.

### SERIOUS INJURY

A serious injury is one which requires hospitalization and/or there is little or no time to consult with a physician before taking action.

Example: ,

1. Stoppage of breathing/heart
2. Severe Bleeding
3. Obvious serious fracture/dislocation
4. Possible back, head, or neck injury
5. Heat Stroke
6. Unconsciousness

### PROCEDURE

- I. The Certified Athletic Trainer (head coach) shall attend to the athlete and evaluate the injury and situation.
2. The Certified Athletic Trainer (head coach) shall provide the necessary first aid .
3. The Certified Athletic Trainer (head coach) shall instruct the head coach or assistant coach to take the following action: " "
- a. Call 911 and activate the Emergency Medical Services System.
- b. Give the following information:
  1. Your name and title.
  2. Nature of the injury.
  3. Location of the injury (be specific).
  4. DO NOT hang up until the dispatcher hangs up.
- c. Telephones are located in the:
  1. Front Office
  2. A.D. Office
  3. Coaches Office
  4. Hallway outside the Front Office (pay telephone)
  5. Every Classroom
  6. Cellular Telephone

- d. Call the athlete's parent/guardian and inform them of the athlete's injury and determine which hospital the athlete should be taken to for treatment.  
*{Remember - If a life-threatening situation exists and you are unable to contact the parent/guardian, the athlete must receive immediate medical attention at the nearest hospital as quickly as possible. The Certified Athletic Trainer or the Head Coach must accompany the injured athlete in the ambulance with the Emergency Information Form and remain with the athlete at the emergency room until the parent/guardian arrives.}*
  - e. Pick up the athlete's Emergency Information Form so the parental permission for emergency treatment can accompany the athlete to the hospital.
  - f. Return to the field/court and assist in any way possible.
4. An assistant coach should assist the Certified Athletic Trainer in any way possible while the ambulance is being called.
  5. An assistant coach/student shall meet the ambulance and direct them to the proper place.
  6. Once the ambulance personnel arrive on the scene, they are responsible for the athlete's treatment and transportation.
  7. A assistant coach or school representative shall accompany the athlete to the hospital if the parent/guardian are not present. *{Another student or athlete is NOT allowed to accompany the injured athlete to the hospital in the ambulance.}*
  8. The Head Coach should make arrangements for the athlete's clothes and personal belongings to be taken to the hospital.

#### OTHER INJURIES REQUIRING MEDICAL ATTENTION

Example:

1. Lacerations which require suturing.
2. Possible fractures/dislocations
3. Heat Exhaustion ....
4. Orthopedic injuries that should have early medical diagnosis (knees, moderate to severe sprains and strains).

#### PROCEDURE

1. The Certified Athletic Trainer (head coach) will determine the degree of seriousness and assess the athlete's pain level.
2. The Certified Athletic Trainer (head coach) will administer the necessary first aid.
3. Contact the parent/guardian and inform them of the POSSIBLE injury. Be sure to give your name and title.
4. Suggest that their son/daughter may require further medical attention.
5. Discern from the parent/guardian whether they wish to come and pick up their son/daughter and transport them to a doctor/hospital or whether the parent/guardian wish the injured athlete to be transported to the emergency room via ambulance where they will meet the injured athlete. If transported by ambulance, determine if the parent/guardian have a preference in hospitals.
6. If the athlete is transported by ambulance, the SERIOUS INJURY PROCEDURE must be followed.

## Procedure for the Emergency Medical Assistance of an Injured Athlete

### Football Field

These procedures should be clearly understood and practiced by everyone involved in the care of an injured athlete so that each person will be prepared for a potentially life-threatening or fatal situation. The school personnel designated in the emergency plan MUST remain calm and respond in a professional manner. A telephone should ALWAYS be accessible with emergency telephone number posted nearby. If a certified athletic trainer is NOT present, the Head Coach is the designated person to act in the certified athletic trainer's absence. Therefore, the Head Coach will take the responsibilities of the certified athletic trainer in this outlined procedure and will act accordingly.

### SERIOUS INJURY

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Example: ,

1. Stoppage of breathing/heart
2. Severe Bleeding
3. Obvious serious fracture/dislocation
4. Possible back, head, or neck injury
5. Heat Stroke
6. Unconsciousness

### PROCEDURE

- I. The Certified Athletic Trainer (head coach) shall attend to the athlete and evaluate the injury and situation.
2. The Certified Athletic Trainer (head coach) shall provide the necessary first aid .
3. The Certified Athletic Trainer (head coach) shall instruct the head coach or assistant coach to take the following action: " "
- a. Call 911 and activate the Emergency Medical Services System.
- b. Give the following information:
  1. Your name and title.
  2. Nature of the injury.
  3. Location of the injury (be specific).
  4. DO NOT hang up until the dispatcher hangs up.
- c. Telephones are located in the:
  1. Front Office
  2. A.D. Office
  3. Coaches Office
  4. Hallway outside the Front Office (pay telephone)
  5. Every Classroom
  6. Cellular Telephone

- d. Call the athlete's parent/guardian and inform them of the athlete's injury and determine which hospital the athlete should be taken to for treatment.  
*{Remember - If a life-threatening situation exists and you are unable to contact the parent/guardian, the athlete must receive immediate medical attention at the nearest hospital as quickly as possible. The Certified Athletic Trainer or the Head Coach must accompany the injured athlete in the ambulance with the Emergency Information Form and remain with the athlete at the emergency room until the parent/guardian arrives.}*
  - e. Pick up the athlete's Emergency Information Form so the parental permission for emergency treatment can accompany the athlete to the hospital.
  - f. Return to the field/court and assist in any way possible.
4. An assistant coach should assist the Certified Athletic Trainer in any way possible while the ambulance is being called.
  5. An assistant coach/student shall meet the ambulance and direct them to the proper place.
  6. Once the ambulance personnel arrive on the scene, they are responsible for the athlete's treatment and transportation.
  7. A assistant coach or school representative shall accompany the athlete to the hospital if the parent/guardian are not present. *{Another student or athlete is NOT allowed to accompany the injured athlete to the hospital in the ambulance.}*
  8. The Head Coach should make arrangements for the athlete's clothes and personal belongings to be taken to the hospital.

#### OTHER INJURIES REQUIRING MEDICAL ATTENTION

Example:

1. Lacerations which require suturing.
2. Possible fractures/dislocations
3. Heat Exhaustion ....
4. Orthopedic injuries that should have early medical diagnosis (knees, moderate to severe sprains and strains).

#### PROCEDURE

1. The Certified Athletic Trainer (head coach) will determine the degree of seriousness and assess the athlete's pain level.
2. The Certified Athletic Trainer (head coach) will administer the necessary first aid.
3. Contact the parent/guardian and inform them of the POSSIBLE injury. Be sure to give your name and title.
4. Suggest that their son/daughter may require further medical attention.
5. Discern from the parent/guardian whether they wish to come and pick up their son/daughter and transport them to a doctor/hospital or whether the parent/guardian wish the injured athlete to be transported to the emergency room via ambulance where they will meet the injured athlete. If transported by ambulance, determine if the parent/guardian have a preference in hospitals.
6. If the athlete is transported by ambulance, the SERIOUS INJURY PROCEDURE must be followed.

## Procedure for the Emergency Medical Assistance of an Injured Athlete

### Golf-Campbellsville Country Club

These procedures should be clearly understood and practiced by everyone involved in the care of an injured athlete so that each person will be prepared for a potentially life-threatening or fatal situation. The school personnel designated in the emergency plan MUST remain calm and respond in a professional manner. A telephone should ALWAYS be accessible with emergency telephone number posted nearby. If a certified athletic trainer is NOT present, the Head Coach is the designated person to act in the certified athletic trainer's absence. Therefore, the Head Coach will take the responsibilities of the certified athletic trainer in this outlined procedure and will act accordingly.

### SERIOUS INJURY

A serious injury is one which requires hospitalization and/or there is little or no time to consult with a physician before taking action.

Example: ,

1. Stoppage of breathing/heart
2. Severe Bleeding
3. Obvious serious fracture/dislocation
4. Possible back, head, or neck injury
5. Heat Stroke
6. Unconsciousness

### PROCEDURE

- I. The Certified Athletic Trainer (head coach) shall attend to the athlete and evaluate the injury and situation.
2. The Certified Athletic Trainer (head coach) shall provide the necessary first aid .
3. The Certified Athletic Trainer (head coach) shall instruct the head coach or assistant coach to take the following action:
  - a. " Call 911 and activate the Emergency Medical Services System.
  - b. Give the following information:
    1. Your name and title.
    2. Nature of the injury.
    3. Location of the injury (be specific).
    4. DO NOT hang up until the dispatcher hangs up.
  - c. Telephones are located in the:
    1. Front Office
    2. J. " A.D. Office
    3. Coaches Office
    4. Hallway outside the Front Office (pay telephone)
    5. Every Classroom
    6. Cellular Telephone

## Procedure for the Emergency Medical Assistance of an Injured Athlete

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- d. Call the athlete's parent/guardian and inform them of the athlete's injury and determine which hospital the athlete should be taken to for treatment.  
*{Remember - If a life-threatening situation exists and you are unable to contact the parent/guardian, the athlete must receive immediate medical attention at the nearest hospital as quickly as possible. The Certified Athletic Trainer or the Head Coach must accompany the injured athlete in the ambulance with the Emergency Information Form and remain with the athlete at the emergency room until the parent/guardian arrives.}*
  - e. Pick up the athlete's Emergency Information Form so the parental permission for emergency treatment can accompany the athlete to the hospital.
  - f. Return to the field/court and assist in any way possible.
4. An assistant coach should assist the Certified Athletic Trainer in any way possible while the ambulance is being called.
  5. An assistant coach/student shall meet the ambulance and direct them to the proper place.
  6. Once the ambulance personnel arrive on the scene, they are responsible for the athlete's treatment and transportation.
  7. A assistant coach or school representative shall accompany the athlete to the hospital if the parent/guardian are not present. *{Another student or athlete is NOT allowed to accompany the injured athlete to the hospital in the ambulance.}*
  8. The Head Coach should make arrangements for the athlete's clothes and personal belongings to be taken to the hospital.

### OTHER INJURIES REQUIRING MEDICAL ATTENTION

Example:

1. Lacerations which require suturing.
2. Possible fractures/dislocations
3. Heat Exhaustion ....
4. Orthopedic injuries that should have early medical diagnosis (knees, moderate to severe sprains and strains).

### PROCEDURE

1. The Certified Athletic Trainer (head coach) will determine the degree of seriousness and assess the athlete's pain level.
2. The Certified Athletic Trainer (head coach) will administer the necessary first aid.
3. Contact the parent/guardian and inform them of the POSSIBLE injury. Be sure to give your name and title.
4. Suggest that their son/daughter may require further medical attention.
5. Discern from the parent/guardian whether they wish to come and pick up their son/daughter and transport them to a doctor/hospital or whether the parent/guardian wish the injured athlete to be transported to the emergency room via ambulance where they will meet the injured athlete. If transported by ambulance, determine if the parent/guardian have a preference in hospitals.
6. If the athlete is transported by ambulance, the SERIOUS INJURY PROCEDURE must be followed.

## Procedure for the Emergency Medical Assistance of an Injured Athlete

### Gymnasium

These procedures should be clearly understood and practiced by everyone involved in the care of an injured athlete so that each person will be prepared for a potentially life-threatening or fatal situation. The school personnel designated in the emergency plan MUST remain calm and respond in a professional manner. A telephone should ALWAYS be accessible with emergency telephone number posted nearby. If a certified athletic trainer is NOT present, the Head Coach is the designated person to act in the certified athletic trainer's absence. Therefore, the Head Coach will take the responsibilities of the certified athletic trainer in this outlined procedure and will act accordingly.

### SERIOUS INJURY

A serious injury is one which requires hospitalization and/or there is little or no time to consult with a physician before taking action.

Example: ',

1. Stoppage of breathing/heart
2. Severe Bleeding
3. Obvious serious fracture/dislocation
4. Possible back, head, or neck injury
5. Heat Stroke
6. Unconsciousness

### PROCEDURE

- I. The Certified Athletic Trainer (head coach) shall attend to the athlete and evaluate the injury and situation.
2. The Certified Athletic Trainer (head coach) shall provide the necessary first aid.
3. The Certified Athletic Trainer (head coach) shall instruct the head coach or assistant coach to take the following action:
  - a. " " " " " "
  - a. Call 911 and activate the Emergency Medical Services System.
  - b. Give the following information:
    1. Your name and title.
    2. Nature of the injury.
    3. Location of the injury (be specific).
    4. DO NOT hang up until the dispatcher hangs up.
  - c. Telephones are located in the:
    1. Front Office
    2. J. " A.D. Office
    3. Coaches Office
    4. Hallway outside the Front Office (pay telephone)
    5. Every Classroom
    6. Cellular Telephone

- d. Call the athlete's parent/guardian and inform them of the athlete's injury and determine which hospital the athlete should be taken to for treatment.  
*{Remember - If a life-threatening situation exists and you are unable to contact the parent/guardian, the athlete must receive immediate medical attention at the nearest hospital as quickly as possible. The Certified Athletic Trainer or the Head Coach must accompany the injured athlete in the ambulance with the Emergency Information Form and remain with the athlete at the emergency room until the parent/guardian arrives.}*
  - e. Pick up the athlete's Emergency Information Form so the parental permission for emergency treatment can accompany the athlete to the hospital.
  - f. Return to the field/court and assist in any way possible.
4. An assistant coach should assist the Certified Athletic Trainer in any way possible while the ambulance is being called.
  5. An assistant coach/student shall meet the ambulance and direct them to the proper place.
  6. Once the ambulance personnel arrive on the scene, they are responsible for the athlete's treatment and transportation.
  7. A assistant coach or school representative shall accompany the athlete to the hospital if the parent/guardian are not present. *{Another student or athlete is NOT allowed to accompany the injured athlete to the hospital in the ambulance.}*
  8. The Head Coach should make arrangements for the athlete's clothes and personal belongings to be taken to the hospital.

#### OTHER INJURIES REQUIRING MEDICAL ATTENTION

Example:

1. Lacerations which require suturing.
2. Possible fractures/dislocations
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4. Orthopedic injuries that should have early medical diagnosis (knees, moderate to severe sprains and strains).

#### PROCEDURE

1. The Certified Athletic Trainer (head coach) will determine the degree of seriousness and assess the athlete's pain level.
2. The Certified Athletic Trainer (head coach) will administer the necessary first aid.
3. Contact the parent/guardian and inform them of the POSSIBLE injury. Be sure to give your name and title.
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5. Discern from the parent/guardian whether they wish to come and pick up their son/daughter and transport them to a doctor/hospital or whether the parent/guardian wish the injured athlete to be transported to the emergency room via ambulance where they will meet the injured athlete. If transported by ambulance, determine if the parent/guardian have a preference in hospitals.
6. If the athlete is transported by ambulance, the SERIOUS INJURY PROCEDURE must be followed.



## Procedure for the Emergency Medical Assistance of an Injured Athlete

### Soccer Field

These procedures should be clearly understood and practiced by everyone involved in the care of an injured athlete so that each person will be prepared for a potentially life-threatening or fatal situation. The school personnel designated in the emergency plan MUST remain calm and respond in a professional manner. A telephone should ALWAYS be accessible with emergency telephone number posted nearby. If a certified athletic trainer is NOT present, the Head Coach is the designated person to act in the certified athletic trainer's absence. Therefore, the Head Coach will take the responsibilities of the certified athletic trainer in this outlined procedure and will act accordingly.

### SERIOUS INJURY

A serious injury is one which requires hospitalization and/or there is little or no time to consult with a physician before taking action.

Example: ,

1. Stoppage of breathing/heart
2. Severe Bleeding
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6. Unconsciousness

### PROCEDURE

- I. The Certified Athletic Trainer (head coach) shall attend to the athlete and evaluate the injury and situation.
2. The Certified Athletic Trainer (head coach) shall provide the necessary first aid .
3. The Certified Athletic Trainer (head coach) shall instruct the head coach or assistant coach to take the following action:  
" "  
a. Call 911 and activate the Emergency Medical Services System.
- b. Give the following information:
  1. Your name and title.
  2. Nature of the injury.
  3. Location of the injury (be specific).
  4. DO NOT hang up until the dispatcher hangs up.
- c. Telephones are located in the:
  1. Front Office
  2. A.D. Office
  3. Coaches Office
  4. Hallway outside the Front Office (pay telephone)
  5. Every Classroom
  6. Cellular Telephone

## Procedure for the Emergency Medical Assistance of an Injured Athlete

Page 2

- d. Call the athlete's parent/guardian and inform them of the athlete's injury and determine which hospital the athlete should be taken to for treatment.  
*{Remember - If a life-threatening situation exists and you are unable to contact the parent/guardian, the athlete must receive immediate medical attention at the nearest hospital as quickly as possible. The Certified Athletic Trainer or the Head Coach must accompany the injured athlete in the ambulance with the Emergency Information Form and remain with the athlete at the emergency room until the parent/guardian arrives.}*
  - e. Pick up the athlete's Emergency Information Form so the parental permission for emergency treatment can accompany the athlete to the hospital.
  - f. Return to the field/court and assist in any way possible.
4. An assistant coach should assist the Certified Athletic Trainer in any way possible while the ambulance is being called.
  5. An assistant coach/student shall meet the ambulance and direct them to the proper place.
  6. Once the ambulance personnel arrive on the scene, they are responsible for the athlete's treatment and transportation.
  7. A assistant coach or school representative shall accompany the athlete to the hospital if the parent/guardian are not present. *{Another student or athlete is NOT allowed to accompany the injured athlete to the hospital in the ambulance.}*
  8. The Head Coach should make arrangements for the athlete's clothes and personal belongings to be taken to the hospital.

### OTHER INJURIES REQUIRING MEDICAL ATTENTION

Example:

1. Lacerations which require suturing.
2. Possible fractures/dislocations
3. Heat Exhaustion ....
4. Orthopedic injuries that should have early medical diagnosis (knees, moderate to severe sprains and strains).

### PROCEDURE

1. The Certified Athletic Trainer (head coach) will determine the degree of seriousness and assess the athlete's pain level.
2. The Certified Athletic Trainer (head coach) will administer the necessary first aid.
3. Contact the parent/guardian and inform them of the POSSIBLE injury. Be sure to give your name and title.
4. Suggest that their son/daughter may require further medical attention.
5. Discern from the parent/guardian whether they wish to come and pick up their son/daughter and transport them to a doctor/hospital or whether the parent/guardian wish the injured athlete to be transported to the emergency room via ambulance where they will meet the injured athlete. If transported by ambulance, determine if the parent/guardian have a preference in hospitals.
6. If the athlete is transported by ambulance, the SERIOUS INJURY PROCEDURE must be followed.

## Procedure for the Emergency Medical Assistance of an Injured Athlete

### Weight Barn

These procedures should be clearly understood and practiced by everyone involved in the care of an injured athlete so that each person will be prepared for a potentially life-threatening or fatal situation. The school personnel designated in the emergency plan MUST remain calm and respond in a professional manner. A telephone should ALWAYS be accessible with emergency telephone number posted nearby. If a certified athletic trainer is NOT present, the Head Coach is the designated person to act in the certified athletic trainer's absence. Therefore, the Head Coach will take the responsibilities of the certified athletic trainer in this outlined procedure and will act accordingly.

### SERIOUS INJURY

A serious injury is one which requires hospitalization and/or there is little or no time to consult with a physician before taking action.

Example: ,

1. Stoppage of breathing/heart
2. Severe Bleeding
3. Obvious serious fracture/dislocation
4. Possible back, head, or neck injury
5. Heat Stroke
6. Unconsciousness

### PROCEDURE

- I. The Certified Athletic Trainer (head coach) shall attend to the athlete and evaluate the injury and situation.
2. The Certified Athletic Trainer (head coach) shall provide the necessary first aid .
3. The Certified Athletic Trainer (head coach) shall instruct the head coach or assistant coach to take the following action:  
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Procedure for the Emergency Medical Assistance of an Injured Athlete  
Page 2

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Example:

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## Procedure for the Emergency Medical Assistance of an Injured Athlete

### Wrestling – TCHS Cafeteria

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### PROCEDURE

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3. The Certified Athletic Trainer (head coach) shall instruct the head coach or assistant coach to take the following action:
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Procedure for the Emergency Medical Assistance of an Injured Athlete  
Wrestling, Archery, Cheer, Dance TCHS Cafeteria

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## Procedure for the Emergency Medical Assistance of an Injured Athlete

Page 2

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## New Weight Room Facility Plan

*OK  
Sheet  
4-10-19*

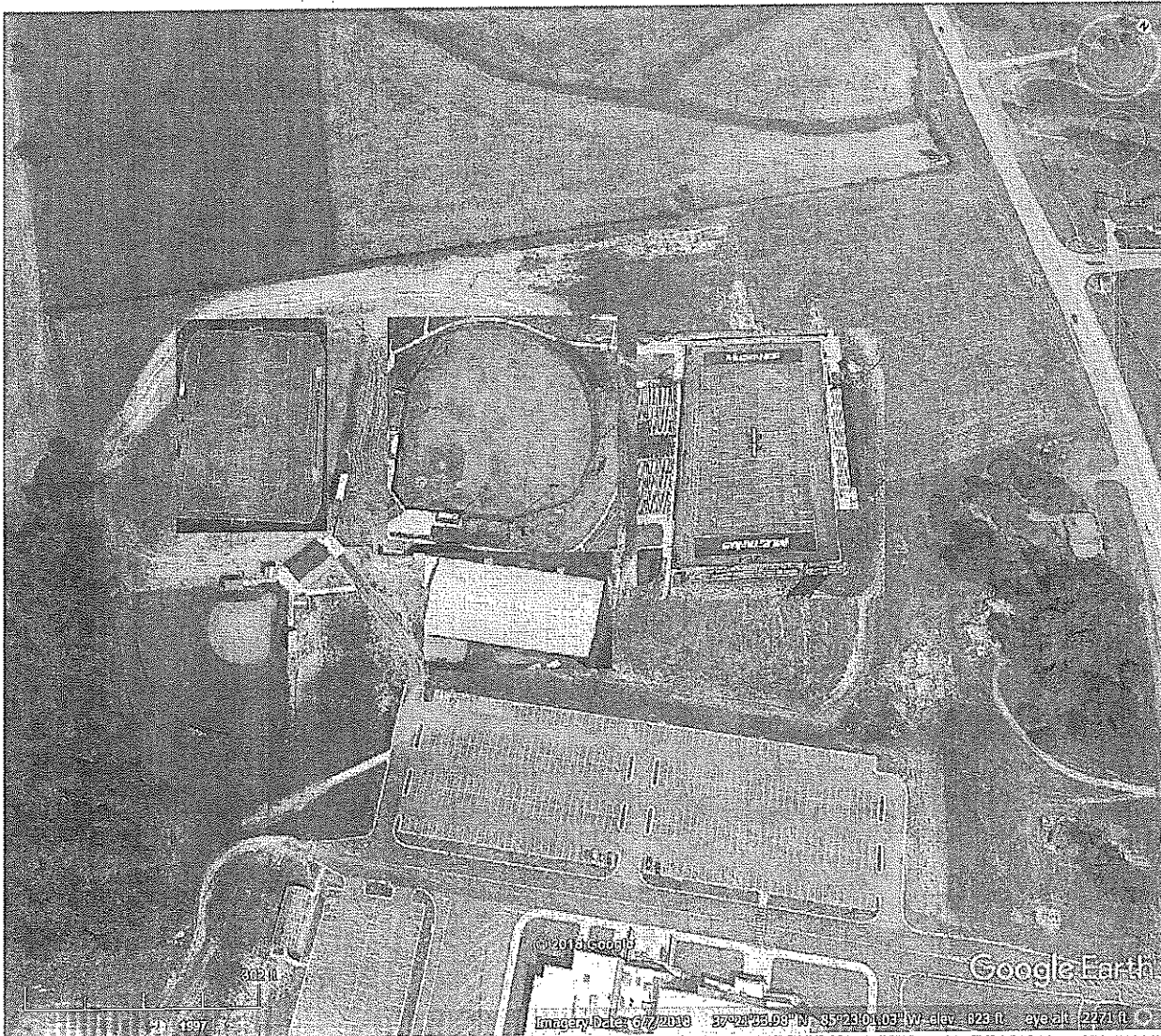
### Plan:

The Taylor County Board of Education has submitted a facility plan to the Kentucky Department of Education for the 3rd phase of construction for our indoor athletic facility. Please find that plan attached.

### Location and size:

The location of the new facility will be located on the campus of the New Taylor County High School in the space beside the proposed baseball field. Please see the picture inserted into this plan. The size of the proposed building will be approximately 100 yards long and 50 yards wide.

Please see attached renderings of building.



Suitable training options:

Equipment will be purchased that will fill the needs of our female athletes, such as Nautilus machines, weight machines, bands and exercise balls, etc.

Completion Date:

Approximate completion date if approved by KDE will be December 2020.

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TCHS Athletic Director

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TCHS Principal

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TCHS Title IX Coordinator

*ok  
sheet  
4-10-19*

RBE APPROVAL DATE: AUGUST 2018						
<b>TAYLOR COUNTY SCHOOLS</b>						
<b>DISTRICT FACILITY PLAN</b>						
NEXT DEP DUE: AUGUST 2022						
<b>PLAN OF SCHOOL ORGANIZATION</b>						
1.	Current Plan	PK-2, 3-5, 6-8, 9-12				
2.	Long Range Plan	PK-2, 3-5, 6-8, 9-12				
<b>SCHOOL CENTERS</b>			<b>Status</b>	<b>Organization</b>	<b>Student Enrollment/ Capacity</b>	
1.	<b>Secondary</b>					
	a.	Taylor County High School	Permanent	9-12 Center	829/ 1,000	
	b.	Central KY Career Center	Permanent	9-12 Center	0/500	
2.	<b>Middle</b>					
	a.	Taylor County Middle School	Permanent	6-8 Center	638/966	
3.	<b>Elementary</b>					
	a.	Taylor County Elementary School	Permanent	3-5 Center	601 / 700	
	b.	Taylor County Primary Center	Permanent	Pre K-2 Center	644 /650	
<b>CAPITAL CONSTRUCTION PRIORITIES (Schedule within the 2018-2020 Biennium)</b>						
1a.	New construction to meet student capacity; further implementation of established programs; or complete approved projects constructed in phases.				Eff. %	Cost Est.
	1.	Taylor County High School Phase 3 - Athletic Complex Construct football / track facility for 3,000 spectators, including support building with locker rooms concessions, restrooms, etc. Field lighting for football, baseball, softball, soccer. Construct baseball complex with dugouts and batting facility.				\$8,750,000
<b>CAPITAL CONSTRUCTION PRIORITIES (Schedule after the 2018-2020 Biennium)</b>						
2c.	Major renovation of educational facilities, including: construction of additions or expansions, classrooms, kitchens, cafeterias, libraries, administrative areas, auditoriums, and gymnasiums. Additions shall be clearly listed by number, space, type, and size of proposed added space.					
	1.	Taylor County Middle School		117,000 sf.	\$12,870,000	
		Major Renovation to include: site development, windows, doors/frames/hardware, interior finishes and accessories, HVAC upgrade, electrical, plumbing, fire protection and annunciation systems, ADA accessibility.				
	2.	Taylor County Elementary School		60,800 sf.	\$6,668,000	
		Major Renovation to include: site development, partial roof replacement, windows, doors/frames/hardware, interior finishes and accessories, electrical, plumbing, fire protection and annunciation systems, ADA accessibility.				
<b>CAPITAL CONSTRUCTION PRIORITIES (Regardless of Schedule)</b>						
4.	Management support areas; Construct, acquisition, or renovation of central offices, bus garages, or central stores				Eff. %	Cost Est.
	1.	Central Bus Garage		6,000 sf.	\$159,830	
		Major Renovation to include: site development, doors/frames/hardware, interior finishes and accessories, HVAC upgrade, electrical, plumbing, fire protection and annunciation systems, ADA accessibility.				
	2.	Central Office		5,670 sf.	\$711,375	
		Major Renovation to include: windows, interior finishes and accessories, HVAC and plumbing. Construct:				

		4 Offices	150 sf		600 sf.	74%	\$	176,027
		1 Conference Room	300 sf		300 sf.	74%	\$	88,014
	3.	Central Maintenance Building			9,890 sf.	74%	\$	98,900
		Minor Renovation to include: HVAC upgrade, ADA						
<b>DISTRICT NEED</b>								<b>\$ 29,522,146</b>
3. Discretionary Construction Projects; Functional Centers; Improvements by new construction or renovation.								
Estimated Costs of these projects will not be included in the FACILITY NEEDS ASSESSMENT TOTAL.								



ok  
4-10-19

March 26, 2019

**OWNER MEETING MINUTES**

RE: Taylor County Athletic Building  
SCB Project No. 1922

DATE: March 14, 2019

PRESENT:	Charles Higdon (CH)	Superintendent, Taylor Co Schools
	Paul McQueary	Athletic Director, Taylor Co Schools
	Kyle Milby	Taylor Co Schools
	Robert Wood	Taylor Co Schools
	Kenny Stanfield (KS)	Sherman Carter Barnhart Architects
	Ian McHone	Sherman Carter Barnhart Architects

The following items were noted during the meeting:

1. KDE approval is required before moving forward with the project.
  - a. KS - KDE is pushing back on new athletic facilities per Kenny Stanfield.
  - b. CH - Owner will include Title IX report as reason for installing athletic facility. No Title IX weight room exists currently.
  - c. Owner requested SCB to setup KDE meeting to review the proposed project.
  
2. Owner requested owner-provided master plan to be updated by SCB to show updated athletic building.
  - a. Owner to provide drawings form Ed Hawkins, marked up with utility locations and all rough ins and panels that are in place.
  - b. Owner to provide lighting package etc., from Musco to SCB.
  - c. Lighting at soccer field is priority in terms of schedule
  
3. Athletic Practice Building Discussion
  - a. Owner requested program:
    - o Weight Room
    - o Concession
    - o Men and Women restrooms
    - o 150' wide x 85 yards open area
    - o Mezzanine with bleachers above main level program
    - o Office area for one (1) staff member
    - o Storage area
  - b. Owner building feature requests:
    - o Requests carpet vs athletic surface cost comparison
    - o Nets to protect lighting
    - o Passive daylighting – via Kalwall preferred

- o Color/paint design on exterior, including graphics
- c. CH - Already have dugouts in place, no need to include this or any other outbuildings in the project scope
- d. CH - Bathrooms and concessions are to serve only the practice building and do not serve any other facilities or fields.
- e. SCB will provide plan layout of athletic facility per comments above for KDE meeting (TBD).
- f. SCB advises there will be minimum 12 weeks fabrication time after bid approval for steel package of pre-engineered building.

End of meeting minutes. Should you have any questions or comments regarding the above, please notify this office.

Respectfully submitted,



Ian McHone

Cc: Charles Higdon (for distribution), Kenny Stanfield, File 1922-M

X:\Projects\2019\1922\Minutes & Reports\1922 - Owner MM 3-14-19.docx

