

# Emergency Response Plan

## Bullock Creek Youth Football League



*The Bullock Creek Youth Football League is a participating member of the Central Michigan Youth Football League. [https://www.leaguelineup.com/welcome.asp?url=cmyf\\_2](https://www.leaguelineup.com/welcome.asp?url=cmyf_2)*

*The Bullock Creek Youth Football program's mission is to develop teamwork, sportsmanship, discipline, and respect in each and every youth player.*

*We strive to teach all participants in the program skills and knowledge of football, as well as to build a sense of community among the young athletes, parents, and coaches.*



## **Important Phone Numbers**

**Emergency:** Police, Fire, or Ambulance **9-1-1**

**Local Hospitals:** MyMichigan Medical Center 989-839-3000  
4000 Wellness Drive  
Midland, MI 48670

Covenant Healthcare E.R. 989-583-6121  
700 Cooper  
Saginaw, MI 48602

McLaren Bay Region 989-894-3000  
1900 Columbus Ave  
Bay City, MI. 48708

### **Urgent Care**

**Facilities:** MyMichigan Urgent Care Midland 989- 633-1350  
3009 N Saginaw Rd.  
Midland, MI. 48640  
Open Mon.-Sun. 8am-7pm

Midland Express Urgent Care 989-708-9074  
600 Cambridge St. Suite 1  
Midland, MI. 48640  
Mon.-Fri. 5:30-9:30pm

New Hope Urgent Care 989- 631-9900  
728 W Wackerly Suite 101  
Midland, MI. 48640  
Mon.-Fri. 10am-8pm, Sat. & Sun. 10am-6pm

**Poison Control:** 1-800-222-1222



## **Bullock Creek Youth Football League Governing Board**

<b>BOARD POSITION</b>	<b>NAME</b>
<b>President</b>	Tim Hanson
<b>Vice President</b>	Allison Rex
<b>Secretary</b>	Kayla Mickler
<b>Treasurer</b>	Jenna Kearns
<b>Vice Treasurer</b>	<i>OPEN</i>
<b>Director of Equipment</b>	Brittanie Keyser
<b>Volunteer Coordinator</b>	Ashly Wentworth
<b>Fundraising Coordinator</b>	Katie Noack
<b>Game Day Coordinator</b>	<i>OPEN</i>
<b>Sponsorship Coordinator</b>	Jennifer Ruehs
<b>Trustee</b>	Josh Wright
<b>Trustee</b>	Amanda Wright
<b>Trustee</b>	Amber Smith
<b>Trustee</b>	Jenny Ellsworth
<b>Trustee</b>	<i>OPEN</i>



## **Football Field Location**

Bullock Creek Youth Football League operates at Bullock Creek High School, at 1420 S. Badour Road, Midland, MI 48640.

The Game Field is located directly north of the High School building.

The Practice Fields are located to the east of the Game Field.



## **BCYFL Safety Plan**

**Volunteer Screening:** It is **MANDATORY** that all League personnel who have repetitive or frequent access to players fill out a Volunteer Application form annually and also pass a criminal background check. Anyone refusing to complete either of these screenings is ineligible to be a League Board Member or Volunteer

**Coaches Training:** Bullock Creek Youth Football League provides coaches' training materials as well as an annual in-person Coaches meeting to discuss directives for the upcoming teams. Coaches also work from the High School playbooks at varied levels applicable to each age division.

**First Aid Kits:** First aid kits will be provided to coaches for use at all practices and games. They were put in each of the coach's equipment wagons. Replacement supplies (cold packs, band-aids, etc) can be obtained from the BCYFL Shed as needed. EMTs will be onsite for every Home Game. Note: cold packs are only to be used for impact injuries and are **not** intended for "icing down" sore player.

**AED (Automated Electronic Defibrillator):** An AED is not available at our fields, but one will be available in the High School Facilities as well as from the EMT onsite at games. Emergent use of an AED is permitted and encouraged at the direction of emergency personnel (9-1-1 Dispatchers or onsite EMTs)

**Incident Reports:** For all injuries during practices or games – regardless of seriousness – an Incident Form must be completed. Forms can be accessed on the Google Drive or from the binder within the BCYFL Shed. If required, please ensure follow-up is completed as advised per the form. The League president must be made aware of all incidents.

**Supervision:** To ensure adequate supervision, Parents/Guardians should be cautioned to not drop off children until at least one coach is present. Likewise, coaches must not leave the field after the practice/game until all players have been picked up. Players who are ejected, ill, or injured shall remain under supervision until released to the parent/guardian.

**Field Inspections:** Prior to practices and games, Coaches will be present to ensure field conditions are safe and playable. Any serious deficiencies that cannot be resolved must be reported to the Board for action. Members of the board will conduct a facility survey of the Bullock Creek Youth Football League fields prior to the beginning of the season. This survey will identify areas in need of repair and possible safety improvements. This survey will be actioned accordingly prior to the season start.

**Equipment Inspections:** Coaches are responsible for inspecting all equipment prior to use. Damaged equipment should be removed from play **IMMEDIATELY & REPLACED**. Only officially certified equipment may be used for practices and/or games.



**Lightning/Thunder/Inclement Weather:** At the first sighting of lightning or sound of thunder, play shall be halted. All players, coaches, and spectators are to be removed from the fields to a safe area (cars, buildings, etc). A representative from any team that witnesses lightning or hears thunder shall immediately proceed to BCYFL to notify the occurrence. The decision to halt play shall be the responsibility Game Officials regarding Official Play and the responsibility of Coach Staff / BCYFL Members of the Board for practices. Upon seeing lightning/hearing thunder or being advised of a lightning sighting/hearing thunder, coaches shall signal the halt of play on all fields by discharging an audible warning. **Play shall not be resumed until 30 minutes passes from the last sighting of lightning and/or hearing thunder. Game Officials / Coaches shall make the final decision as to when to resume play.** Coaches should make every effort to clear not only their field but also any neighboring fields when lightning is seen and/or thunder is heard during practices. Player and volunteer safety is paramount – we can always re-schedule games and practices.

**Darkness:** Coaches have the responsibility and authority to end a practice whenever poor visibility threatens player safety.

**Rules:** Know your rules – many are based on sound safety practices. It is recommended that Coaches periodically review the Official MHSAA High School Football Rules as well as the listed variations applied to each Division to ensure understanding. Questions about specific rules/interpretations should be directed to the League.



## **Player Safety**

Responsibility for safety belongs to every Board Member, Coach and Volunteer of The Bullock Creek Youth Football League.

- **Cell Phones.** All Coaches are encouraged to have a cell phone available at all practices and games. A cell phone can be used to call 911 in the event of an emergency.
- **Helmets / Shoulder Pads.** Players must wear approved protective helmets and Pads as supplied by the League. Use of any personal helmets or pads, must be cleared through the Equipment Director by providing documentation confirming safety certification of the helmet.
- **Mouth guards.** All players must wear mouth guards for both practices and games.
- **Protective Cups** While these are not required for players, it is strongly recommended that all players wear protective cups.
- **Shoes.** Molded cleats are recommended.
- **Safety Glasses.** Due to the risk of eye injury from shattered glasses, parents are encouraged to provide “safety glasses”.
- **Jewelry.** Jewelry is forbidden from games and practices.
- **Thrown equipment.** Thrown equipment poses a danger to spectators, Officials, Coaches, and other players. It will not be tolerated. Any player adjudged by the Official or a Coach to have thrown equipment in anger will be ejected from the game. The player will also sit out the next game and must be in uniform on the bench.
- **COVID Guidelines** – BCYFL will follow and adhere to the guidelines set forth by the State of Michigan and Midland County (where applicable) in terms of public gatherings, organized youth sports, and sporting events for guidelines related to COVID safety and precautionary measures. The measures change with time and so are not explicitly written in this plan but will be monitored closely and shared with the BCYFL Board, Coaches and Parents when changes occur. <http://www.michigan.gov/coronavirus>



## **First Aid**

**First-Aid** means exactly what the term implies - it is the **first care** given to a victim. It is usually performed by the **first person** on the scene and continued until professional medical help arrives.

- **9-1-1** The most important help that you can provide to a victim who is seriously injured is to call for professional medical help. Make the call quickly, preferably from a cell phone near the injured person. If this is not possible, send someone else to make the call from a nearby telephone. Give the dispatcher the necessary information including the field location where the incident is located.
- **Permission to Give Care.** If the victim is conscious, you must have their permission before giving first-aid. To get permission you *must* tell the victim who you are, how much training you have, and how you plan to help. Only then can a conscious victim give you permission to give care. Do not give care to a conscious victim who refuses your offer to give care.
- **Assess the situation.** Stay calm and determine what needs to be done. If the victim is conscious, ask what happened. Look for other life-threatening conditions and conditions that need care or might become life threatening.
- **Unconscious Victims.** If the victim does not respond to you in any way, assume the victim is unconscious. Call 9-1-1 and report the emergency immediately
- **Bleeding.** The best treatment for bleeding is applying direct pressure with a clean dressing. If bleeding continues, to apply new dressings over the original dressing, do not remove the original dressing. If there is significant bleeding or it cannot be stopped call 911.
- **Bee Stings.** Check with parents to see if the child is allergic to be stings. If child is allergic this can be a medical emergency - - CALL 911.
- **Eye Injuries.** Cover the eye with a patch or a dressing and call 911. Do not attempt to force open or close the eyelid.
- **Nosebleed.** Have the child lean forward. With a tissue or clean cloth press both sides of the child's nostrils while the child leans forward. Place constant pressure on both sides of the nostrils for a few minutes. DO NOT ask the child to lean his head back. DO NOT use an icepack on the nose or forehead.
- **Blunt Force Trauma:** Blunt force trauma to a player's chest, abdomen, or back must always be closely monitored. Coaches and league volunteers should closely monitor an injured player and immediately call 911 if a player's condition declines. Subtle changes in a player's actions or behavior may indicate the need for professional medical attention. **When in doubt, always error on the side of safety.**





- **Strains and Sprains / Muscle, Bone, or Joint Injuries / Broken Bones / Fractures**  
A physician should assess the child.
- **Concussions.** Concussions are defined as any blow to the head. They can be fatal if the proper precautions are not taken. Remove the player from the game. Note any symptoms and see if they change within a short period of time. Urge parents to take the child to a doctor for further examination.  
**If the victim is unconscious after the blow to the head, a head and neck injury should be assumed. DO NOT MOVE the victim. Call 9-1-1 immediately. (See below on how to treat head and neck injuries)**
- **Head and Neck Injuries.** If you suspect a head or neck injury, **Call 9-1-1 immediately.** Minimize movement of the head and spine. Maintain an open airway. Check consciousness and breathing. Keep the victim from getting chilled or overheated until paramedics arrive and take over care.
- **Heat Exhaustion.** Symptoms may include: fatigue; irritability; headache; faintness; weak, rapid pulse; shallow breathing; cold, clammy skin; profuse perspiration. Treatment for heat exhaustion: Instruct victim to lie down in a cool, shaded area or an air-conditioned room. Elevate feet. Massage legs toward heart. Only if victim is conscious, give cool water or electrolyte solution every 15 minutes. Use caution when letting victim first sit up, even after feeling recovered.
- **Heat Stroke.** Symptoms may include: extremely high body temperature (106 degrees F or higher); hot, red, dry skin; absence of sweating; rapid pulse; convulsions; unconsciousness. Treatment for heat stroke:  
**Call 9-1-1 immediately.** Lower body temperature quickly by placing victim in partially filled tub of cool, not cold, water (avoid over-cooling). Briskly sponge victim's body until body temperature is reduced then towel dry. If tub is not available, wrap victim in cold, wet sheets or towels in well-ventilated room or use fans and air conditioners until body temperature is reduced. **DO NOT** give stimulating beverages (caffeine beverages), such as coffee, tea or soda.
- **CPR.** Most people who experience cardiac arrest at home, work, or in a public location die because they don't receive immediate CPR from someone on the scene. As a bystander, don't be afraid. Your action can only help.
- **How To Give Hands Only CPR.** If you see a teen or adult suddenly collapse, call 911 and push hard and fast in the center of the chest to the beat of the classic disco song "Stayin Alive." CPR can more than double a person's chances of survival, and "Stayin Alive" has the right beat for Hands only CPR.



## **Concession Stand**

These operating procedures for the concession stand at the Bullock Creek Youth Football League Fields are also posted in the concession stand.

- Workers must wear disposable gloves when serving food that is not wrapped.
- At least 1 adult shall be in the concession stand at all times when open.
- Children shall not be allowed to congregate in the Concession Stand.
- The fire extinguisher in the stand must be checked based on manufacturer guidelines.
- A first aid kit is provided for both concessions and player use.
- All workers must be aware of the electrical breaker box location.
- Any injuries must be reported within 24 hrs to a BCYFL Board Officer.
- Ensure that the Heimlich maneuver poster (choking first aid) is displayed on the outside of the concession stand door.
- All Health Department guidelines shall be followed.



## **Code of Conduct**

### **PLAYER CODE OF CONDUCT**

I hereby Pledge to live up to the code of Ethics set forth by the Bullock Creek Youth Football League.

I will treat all players, coaches, officials and opponents with respect and courtesy.

I will lead by example in demonstrating good sportsmanship and positive support for all players, coaches and officials at every game, practice or youth sporting event.

I will respect the coaches' decisions regarding positions and playing time for all players.

I will do my best to make youth sports fun.

I will refrain from the use of profanity and derogatory comments at all youth football events.

### **PARENT CODE OF CONDUCT**

I hereby Pledge to live up to the code of Ethics set forth by the Bullock Creek Youth Football League.

I will treat all players, coaches, officials and opponents with respect and courtesy.

I will lead by example in demonstrating good sportsmanship and positive support for all players, coaches and officials at every game, practice or youth sporting event.

I will respect the coaches' decision regarding positions and playing time for all players.

I will make arrangements for my child to arrive and be picked up from all practices on time. I understand that coaches will clearly communicate practice times and practice time changes whenever possible. However, I also understand that inclement weather and the rapid change in daylight hours later in the season will impact practice times. I will arrive early and adjust pick up times accordingly.

I will remember that this is youth football. The game is for the children and not the adults. It is just a game and should be treated as such.

I will do my best to make youth sports fun for my child.

I will refrain from the use of profanity and derogatory comments around all players, coaches and officials.

I will help my child enjoy the youth sports experience by doing whatever I can, such as being a respectful fan, assisting coaches and providing transportation.



# **Bullock Creek Youth Football Injury Report Form**

Name of Report Submitter: \_\_\_\_\_

## **PLAYER INFORMATION**

Player Name: \_\_\_\_\_

Date of Injury: \_\_\_\_\_

Team: \_\_\_\_\_

Coach: \_\_\_\_\_

## **INJURY DESCRIPTION**

At what location did the injury occur?

\_\_\_\_\_ Home Field \_\_\_\_\_ Home Practice Field \_\_\_\_\_ Away Field \_\_\_\_\_ Other

Did the player seek medical treatment? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, was the player \_\_\_\_\_ taken by parent \_\_\_\_\_ taken by ambulance \_\_\_\_\_ other

Did the player have to stop practicing or participating in a game? \_\_\_\_\_ Yes \_\_\_\_\_ No

Write a brief description of the nature of the injury and what the player was doing at the time of the injury:

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## **NOTIFICATIONS**

Was a parent present when the injury occurred? \_\_\_\_\_ Yes \_\_\_\_\_ No

Was a parent notified? \_\_\_\_\_ Yes \_\_\_\_\_ No

Was a BCYFL Board Member notified? \_\_\_\_\_ Yes \_\_\_\_\_ No

## **FOR BCYFL BOARD USE:**

Date Injury Reported: \_\_\_\_\_

Date of Follow-up by BCYFL Board: \_\_\_\_\_

Is a Resume Play Form required? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, record date Resume Play Form was received: \_\_\_\_\_



## **Emergency Action Plan for Home Athletic Events**

The Bullock Creek Youth Football League (BCYFL) takes all precautionary measures intended to reduce the potential for violence, however emergency situations may arise at any time during athletic events. Expedient action must be taken in order to provide the best possible care to all participants and supporters. As emergencies may occur at any time and during any activity, all volunteers must be prepared. This preparation involves formulation of an emergency plan, proper coverage of events, availability of appropriate emergency equipment and access to emergency personnel. Hopefully, through careful preparation on the part of the BCYFL team unforeseen emergency situations can be managed appropriately, such as that of an active shooter situation.

All volunteers associated with BCYFL should be familiar with all relevant emergency action plans. Including familiarization of emergency situation responses, knowledge of emergency equipment, and how to appropriately activate the emergency action plan. Each BCYFL Volunteer who will be working throughout the sports season should be provided a copy of the emergency action plan for review each season. Additionally, each Team Coach before the start and throughout the season should review the details to increase the comfort level and efficiency of the emergency action plan.

### **Components of an Emergency Action Plan**

- 1. Emergency Personnel**
- 2. Emergency Communication**
- 3. Emergency Equipment**
- 4. Law Enforcement Response**

### **Emergency Personnel**

The first responder in an emergency situation is typically a member of the sports coaching staff or member of the BCYFL Board. However, the first responder may also be another volunteer of BCYFL or a family member of a league participant.

As such, all participants, coaches, league volunteers and event fans have an obligation to immediately report any act or comment that is threatening or carries the potential for violence. BCYFL will immediately notify the proper authorities, engaging the emergency response plan.

### **Emergency Communication**

The basic roles within any emergency response are:

1. Do not panic; remain calm, and self controlled.
2. Try to evacuate the area of the active shooter, if possible.
3. Warn others if possible and safe to do so.
4. Look for appropriate protection and cover. Be sure to silence cell phones.
5. Activate Emergency Services: Time is the most critical factor and this may be done by anyone on the team. However, the person chosen should be someone who is calm under pressure, communicates well, and is familiar with the location and address of the event.
6. When and if it is safe to do so, establish scene safety and immediate care of any wounded: This should be provided by the most qualified individual responding.

Formation of an emergency team and implementation of specific roles are important, and time is critical.



**Emergency Equipment**

All BCYFL coaches should have a first aid kit present at the field, for all practices and games. For game days, an EMT will be onsite for the duration of the day. Retrieval of equipment in response to an emergent event may be done by anyone trained and aware of the locations of the specific equipment needed. BCYFL Board Members and coaches may be the best choices for this role.

**Law Enforcement Response**

Law Enforcement will quickly respond to the area in which shots were last heard and attempt to immediately engage or contain the shooter. Initially, Law Enforcement officers will not stop to assist the injured, or evacuate personnel. Follow the officer's directions. If you know where the shooter is, quickly tell the officers .DO NOT approach, point, touch or get in the way of officers.

**Important Points to Remember**

There may be more than one shooter and the area is now a crime scene, do not touch anything. Prepare a plan of action in advance - predetermine possible escape routes for yourself, and always know where exits are located. DO NOT go to an Evacuation Assembly Point. When fleeing the area, leave belongings behind! Move far away from the shooter as quickly as possible.

