

<p style="text-align: center;">WINSTON CHURCHILL HIGH SCHOOL EMERGENCY ACTION PLAN</p> <p style="text-align: center;">FOR THE SCHOOL GYMNASIUM</p>
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Please follow and respect the policies and procedures of this Emergency Action Plan (EAP)

While Winston Churchill High School does everything possible to prevent injuries and accidents at the school, there is still potential for serious accident and injury in any athletic event. If a serious injury occurs, time becomes critical. Subsequently, the implementation of this EAP must be adhered to while in attendance at Winston Churchill High School events.

**A medical/first aid kit will be at the score table
OR in the blue cupboard behind the score table at all times.**

Person in Charge:

- Administrator in Charge or Designate.
- WCHS –Toby Boulet on a School Administrator.
- Assess injury status of a player (particularly head and/or spinal injuries).
- If an ambulance and paramedics are required the Person in Charge will notify the Call Person to call 911.
- This person will take control of an emergency situation until a medical authority arrives.
- Document the events of the accident and file a written report if necessary.

Call Person:

- Call Person (Teacher supervisor or Teacher at score table) is responsible for making the 911 telephone call. Teacher supervisors and the Teacher(s) at the score table are required to have a cell phone on their person while attending an athletic event while at Winston Churchill High School.
- Stay in constant communication with the medical provider and the Person in Charge.
- Assist the Person in Charge with the filing of Accident Report if requested.

Control Person:

- The Teacher supervisor and/or other Teachers at the score table are responsible for controlling the crowd and other participants.
- After the area is secured and controlled, they will act as the guide for emergency personnel outside of the building to ensure expedient access to the victim.
- Seek highly trained medical personnel in the building if the Person in Charge believes the injury is serious and cannot wait for emergency assistance to arrive.
- In consultation with the Person in Charge, Tournament Chair (If necessary) and game Officials the continuation of play will be determined.

Lethbridge Regional Hospital – 960 – 19th Street, South

Lethbridge is a 911 emergency zone

4A Provincial Basketball Emergency Action Plan Details

School / Venue: Winston Churchill High School

Address: 1605 – 15 AVE N

Site Coordinator: Jonathan Dick, Tracy Wong, Jamie Bach, Morgan Day, Aaron Fitchett

Nearest hospital:

10 min (5.1 km)

via 23 St N and Mayor Magrath Dr N

Fastest route, the usual traffic

Winston Churchill High School

1605 15 Ave N, Lethbridge, AB

Head east on 15 Ave N toward 19 St N

500 m

Turn right onto 23 St N

1.5 km

Continue onto Mayor Magrath Dr N

2.2 km

Turn right onto 9 Ave S

550 m

Turn left onto 19 St S

270 m

Turn right

Destination will be on the right

81 m

Chinook Regional Hospital

960 19 St S, Lethbridge, AB T1J 1W5

Locations of Emergency Equipment:

First Aid Kits: Phys Ed Offices and Phys Ed Equipment Room

AED: Outside Gym Doors to the right. On the Wall in Hallway

Epipen: In the main office

Fire Alarms: One beside each exit door from the gym

Fire Extinguishers: See attached map

Evacuation Protocol:

WINSTON CHURCHILL Lockdown Procedures

1. Upon notification of a School Lockdown, "Students and Staff we are going into a lockdown. Teachers secure your classrooms and students find the closest classroom space." Quickly move students from hallways into your classroom and gather students in a secure area of your classroom. Students should be located away from doors and windows. 2. Ensure classroom doors are locked; windows and blinds are closed if applicable and turn off lights. 3. Wait for ANNOUNCEMENTS for additional instructions from ADMINISTRATION. 4. Ignore requests from outside classroom to open doors. 5. Ignore fire alarms unless there are obvious signs of a fire (smell of smoke, visible flames) OR you are instructed to evacuate by a PA announcement or a school administrator or emergency personnel. 6. It is important that teachers keep the students focused and quiet throughout the lockdown procedure. 7. A school administrator or police officer will visit each secure space to inform occupants that the Lockdown procedure has concluded, but to remain in the space until a general PA announcement is made to conclude the lockdown procedure. 8. Staff will be debriefed at the end of each drill concerning what worked and could have been improved.

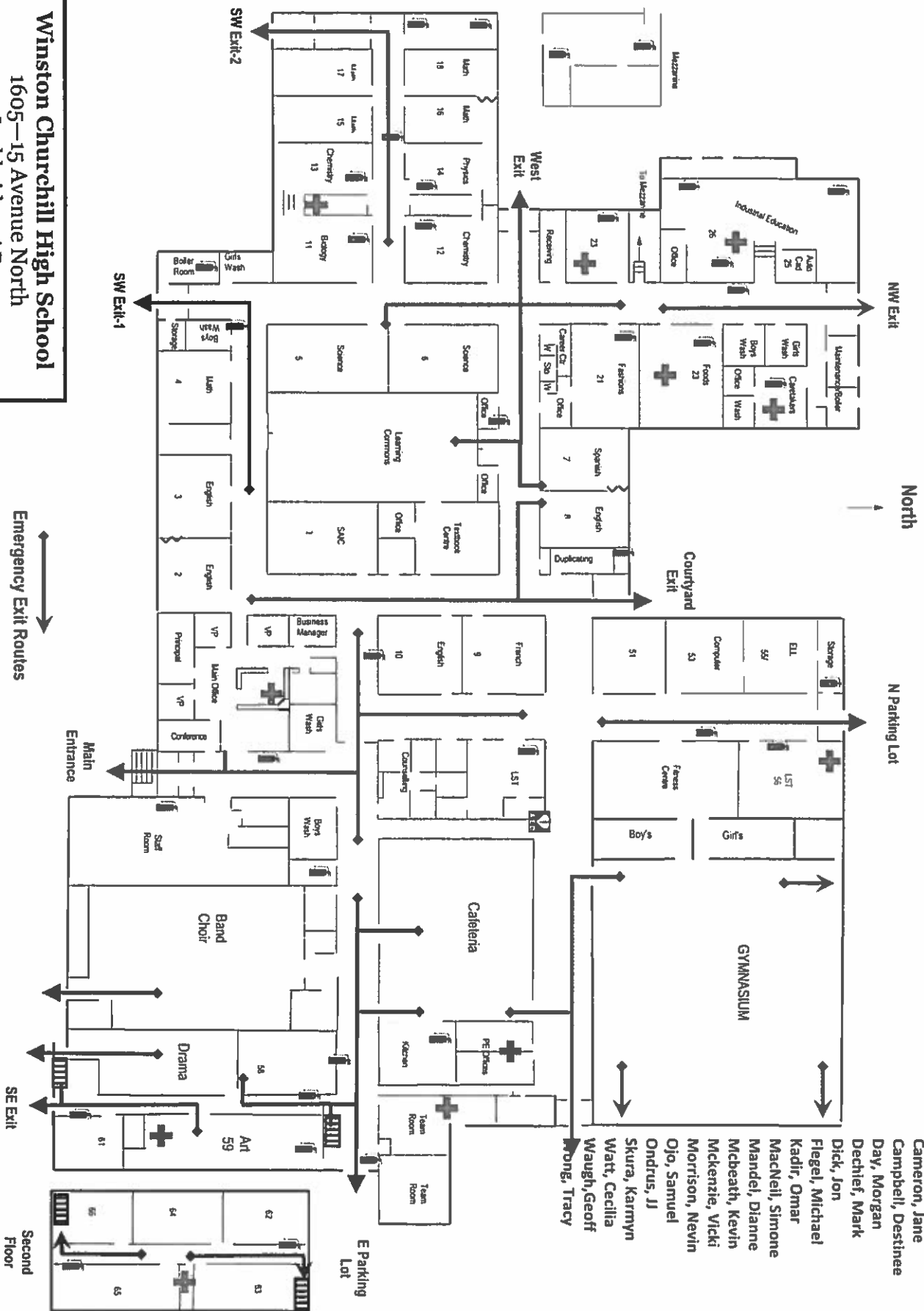
FIRE DRILL INSTRUCTIONS

1. Fire alarms are in the corridors throughout the building. The fire bell is a loud continuous ring. Immediately at the sound of the alarm, all building occupants are to begin the drill immediately.
2. The first two students to reach any of the exit doors of the building will be responsible for holding them open until all occupants in that area have left the building.
3. Walk briskly, but do not run. Continue this pace until all students are at least 15 m away from the designated exit below.
4. Close and lock all windows and doors of classrooms. Turn all lights off.
5. Ensure that persons with disabilities receive assistance in exiting the building.
6. Teachers are to ensure that washrooms and ancillary spaces in their areas are empty. A designate can perform this task with a report back to the teacher.
7. An administrator will be at the flagpole at the front of the school as a contact for emergencies, reports of missing students, etc.
8. Re-enter the school and return to your classroom when notified through the PA system.

Winston Churchill High School
 1605—15 Avenue North
 Lethbridge, AB

15th Avenue North

Emergency Exit Routes



- FA Certified Staff**
- Cameron, Jane
 - Campbell, Destinee
 - Day, Morgan
 - Dechief, Mark
 - Dick, Jon
 - Flegel, Michael
 - Kadir, Omar
 - MacNeil, Simone
 - Mandel, Dianne
 - Mcbeath, Kevin
 - Mckenzie, Vicki
 - Morrison, Nevin
 - Ojo, Samuel
 - Ondrus, JJ
 - Skura, Karmyn
 - Watt, Cecilia
 - Waugh, Geoff
 - Wong, Tracy