

Pardaan

Emergency Action Plan

A printable EAP to complete once and keep in your kit bag.

An Emergency Action Plan (EAP) means everyone knows what to do if something serious happens. Complete one for each venue you use, print it, and keep a copy in your kit bag and with your first-aid kit. Brief your coaching team so the plan is not the first time they have seen it.

Venue name: _____

Full address (for the ambulance): _____

Nearest A&E / hospital: _____

What3words / access notes: _____

Location of key equipment

First-aid kit: _____

Defibrillator (AED): _____

Nearest phone / best mobile signal: _____

Emergency contact on site: _____

Steps in an emergency

1. Stop the session immediately and make the area safe.
2. Assess the casualty. If in any doubt about a serious injury, call the emergency services.
3. Administer first aid within your training and stay with the casualty.
4. Send a responsible person to the entrance to meet and guide the ambulance in.
5. Contact the player's emergency contact.
6. Once dealt with, record what happened on an Injury Report Form and review.

Prepare, don't improvise

The middle of an emergency is the worst time to work out the address or find the first-aid kit. Fill this in now, share it with your team, and check the AED location and access route before your first session at any new venue.