



Kent County Parks & Recreation Emergency Action Plan Youth Sports



Volunteer Coaches, Sports Leagues,
and KCPR Staff

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Purpose

The purpose of this Emergency Action Plan (EAP) is to detail the necessary steps to be followed during any emergencies that may arise while engaging in Kent County Parks & Recreation Athletic Programs. While the majority of programs are held at County-owned parks/facilities, some programs may occur at alternate locations through partnerships with community organizations like the local school district or other agencies. In case of an emergency, the assigned volunteer or staff member should evaluate the severity of the situation promptly.

League Board Members/Coaches/Staff

Kent County Parks and Recreation will meet annually with all sport leagues presidents (during Annual Presidents Meeting) to discuss and distribute copies of the EAP and Youth Sports League Athletic Field Use Policies, fee, and other important information. During this meeting, League Board members will sign and acknowledge that they received a copy of the EAP. The League President shall then be responsible for ensuring all Coaches and Board Members are provided with a copy of the EAP. KCPR Recreation Program Specialist will distribute, review over, and ensure all staff signs an acknowledgement indicating such.

Chain of Notification For All Emergency Situations

- Call 911.
- Coaches/volunteers/KCPR Staff assesses the emergency until emergency personnel arrive.
- Notify the Recreation Program Specialist or Facilities/Programs Manager.
- Recreation Program Specialist or Facilities/Programs Manager must notify the Director.

Review and Acknowledge EAP

Every full-time or part-time employee is required to annually review and sign an acknowledgment form to confirm they have received and reviewed a copy of the Emergency Action Plan.

Medical Emergencies-Activating the EMS System

Making the Call:

- Call 911 or direct a bystander to call 911.

Provide Information:

- Name, address of facility, and telephone number of caller.
- Nature of emergency, whether medical or non-medical.
- Number of athletes injured.
- Conditions of athletes (breathing, not breathing, pulse, bleeding, conscious, unconscious, etc.).
- First Aid treatment initiated.
- Specific directions as needed for locations of injured athlete.
- Other information requested by dispatcher.

Kent County Community Center and Pool Address: 11041 Worton Rd., Worton, MD 21678

Worton Park Address: 10932 Worton Rd., Worton, MD 21678

Toal Park Address: 13753 Augustine Herman HWY., Galena, MD 21635

Edesville Park Address: 22012 Lovers Ln., Rock Hall, MD 21661

Kent County Middle School Address: 402 E. Campus Ave., Chestertown, MD 21620

H.H. Garnet Elementary School Address: 320 Calvert St., Chestertown, MD 21620

Galena Elementary School Address: 114 S. Main St., Galena, MD 21635

Rock Hall Elementary School Address: 21203 W. Sharp St., Rock Hall, MD 21661

Millington Pool and Park: 154 Millington Rd., Millington, MD 21651

Emergency Response Team

Maintain life-saving procedures until it is no longer safe or until emergency medical services (EMS) arrive to assume control.

Emergency Equipment Guidelines

- All essential emergency equipment must be present on-site and easily accessible.
- At least one certified First Aid/CPR personnel should be available during practices or games on County or school property.
- The certified personnel should have a good understanding of how each type of emergency equipment functions.
- The equipment must be in optimal working condition, and personnel should be trained in its proper usage in advance.
- Each site or coach should have access to a first aid kit, ice packs, and know the location of the AED.
- AEDs are situated at specific locations: Community Center (outside the woman's restroom), Kent County Middle School (by the water fountain), H.H. Garnet Elementary School (Facility Supervisors lockbox), and Worton Park (attached outside the park bathrooms).
- Facility Supervisors and After School Directors are responsible for ensuring the AED is available during practices, games, and programs.

Medical Emergency Transportation

Players/participants should be transported by ambulance for medical emergencies to ensure appropriate care.

Coaches and staff should not use personal vehicles for transportation.

Emergency Plan for Indoor Facilities

(Kent County Public School Sites and Kent County Community Center)

Emergencies may require evacuation or “sheltering in place”. Major emergencies may involve specialized emergency personnel. Always follow emergency responder instructions.

Evacuation Procedures (Indoor)

An incident/accident report must be completed after the following evacuation procedures:

Fire and Hazardous Materials:

- Evacuate everyone safely away from building. Remain at least 150 feet from the fire.
- Call 911 (if applicable).
- Account for all patrons, volunteers, and staff (write down names and phone numbers).

Active Shooter (Run, Hide, Fight):

Run

- Run away from shooter.
- Leave your belongings.

Hide

- Hide out of view of shooter.
- Block entry/lock doors.
- Silence your phone.

Fight (Last Resort)

- Attempt to incapacitate the shooter.
- Throw and tear at shooter.

Bomb Threats:

- Evacuate everyone safely away from building. As far away from the building as possible but at least 250 feet from the building.
- Call 911 to report imminent threat.
- Account for all patrons, volunteers, and staff (write down names and phone numbers).

Suspicious Package:

- Note location of package.
- Leave package where it is found.
- Evacuate immediately. Remain at least 350 feet from the package.
- Call 911.

Emergency Plan for Outdoor Sports

Emergencies may require immediate evacuation. Always follow emergency responder instructions. When weather conditions warrant during practice, the coach or KCPR will make the decision closing practice/play. Before practice/play, decisions will be made by KCPR staff and posted on our Rainout Line. All coaches, parents, and staff should sign up for notifications from our Rainout Line.

Flash Floods and Fire:

- Clear everyone from playing fields.
- Evacuate everyone. Remain 200 feet from the fire and seek higher ground (if time allows, patrons are encouraged to leave with their vehicles).

Tornado/High Winds:

When a tornado watch or warning has been issued, all outdoor activities will be cancelled.

Lightning/Severe Thunderstorms:

- When lightning can be seen, playing fields must clear.
- Instruct everyone to seek shelter and/or go to their vehicles. Stay away from water, metal, and trees.
- Play/practice may not resume until 30 minutes has passed from the last lightning strike. The 30 minutes time clock resets every time there is a lightning strike.















Environmental Concerns and Procedures

Air Quality:

Maintaining good air quality is crucial, especially when factors like forest fires pose risks of hazardous environmental conditions for athletes, parents, coaches, and staff during sports events. KCPR will suspend all outdoor activities if the air quality index surpasses 100.

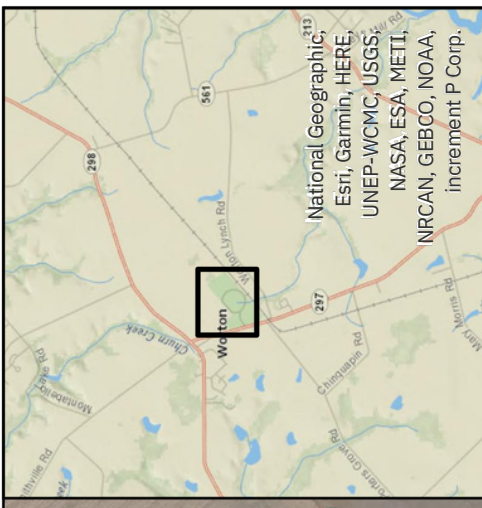
Heat Index:

The heat index is a measurement that factors in both air temperature and humidity to gauge the perceived temperature by humans. KCPR will suspend all outdoor activities when the heat index reaches 104 degrees Fahrenheit or higher.

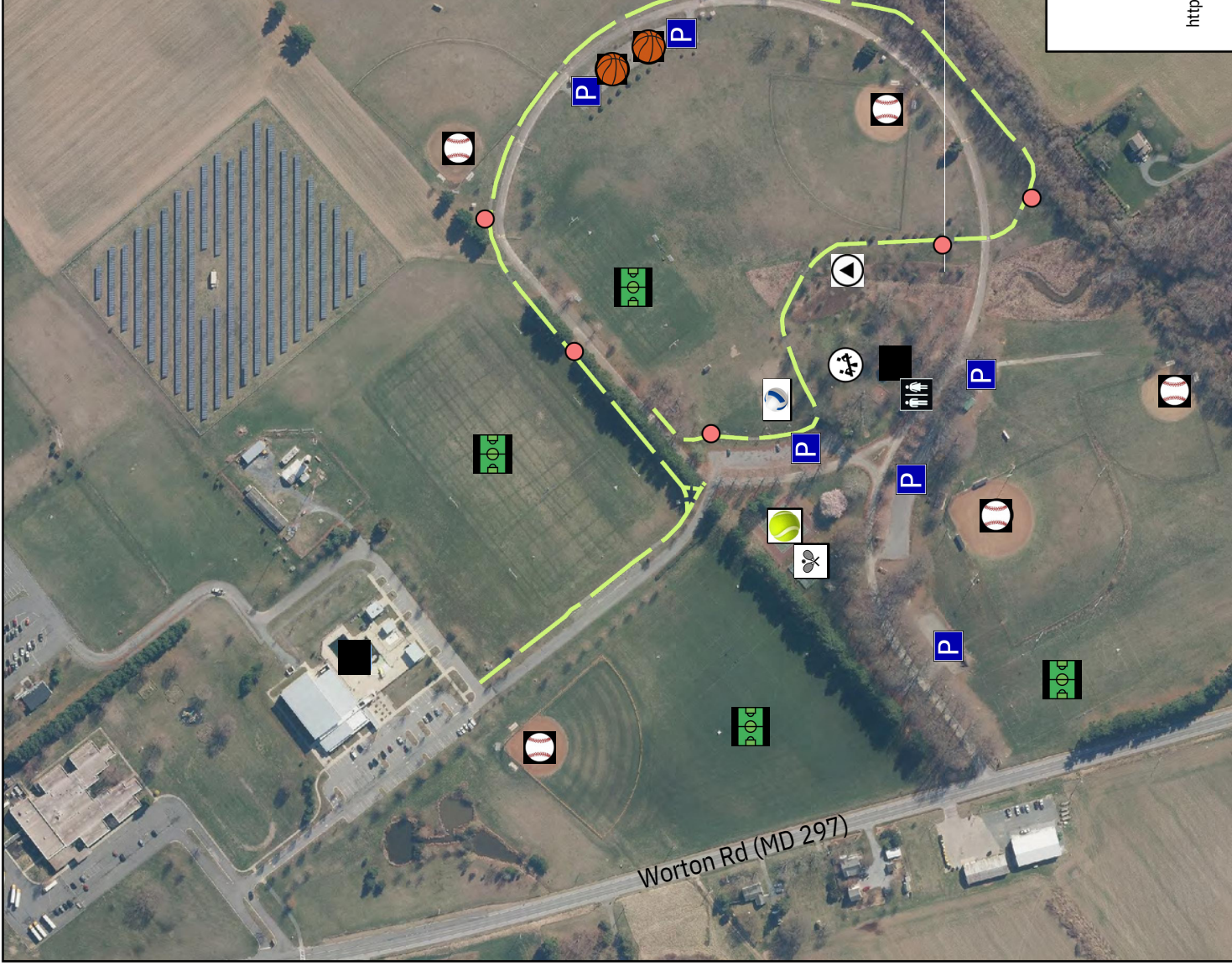
- Amenity**
-  Athletic Field (Multi-use)
 -  Ball Field
 -  Basketball Court
 -  Parking
 -  Picnic Pavilion
 -  Platform Tennis Court
 -  Playground
 -  Pool (Open Seasonally)
 -  Restroom (Open Seasonally)
 -  Tennis Court
 -  Volleyball Court
 -  Fitness Equipment
 -  Walking Path (0.88 mi)
 -  Monitoring Well



This map was developed by the Kent County Department of Planning, Housing, and Zoning. The data represented here are maintained to the best of the ability of the Kent County Government. Users assume any and all risks associated with decisions based on this data.



National Geographic, 310
 Esri, Garmin, HERE,
 UNEP-WCMC, USGS,
 NASA, ESA, METI,
 NRCAN, GEBCO, NOAA,
 increment P Corp.



Worton Park Map
 10932 Worton Rd,
 Worton, MD 21645
 410-778-1948
<https://www.kentcounty.com/recreation/parks/county-parks/>
 worton-park





National Geographic, Esri,
Garmin, HERE, UNEP-
WCMC, USGS, NASA, ESA,
METI, NRCAN, GEBCO,
NOAA, increment P Corp.



Toal Park Map
 13753 Augustine Herman Highway,
 Galena, MD 21635
 410-778-1948
<https://www.kentcountymd.gov/Planning-and-Zoning/Toal-Park>
Planning@kentcountymd.gov



- Amenity**
- Athletic Field (Multi-use)
 - Ball Field
 - Parking
 - Picnic Pavilion
 - Playground
 - Restroom (Open Seasonally)
 - Volleyball Court

- Trails**
- Toal Park Red Trail (0.2 mi)
 - Toal Park Blue Trail (0.3 mi)
 - Monitoring Well



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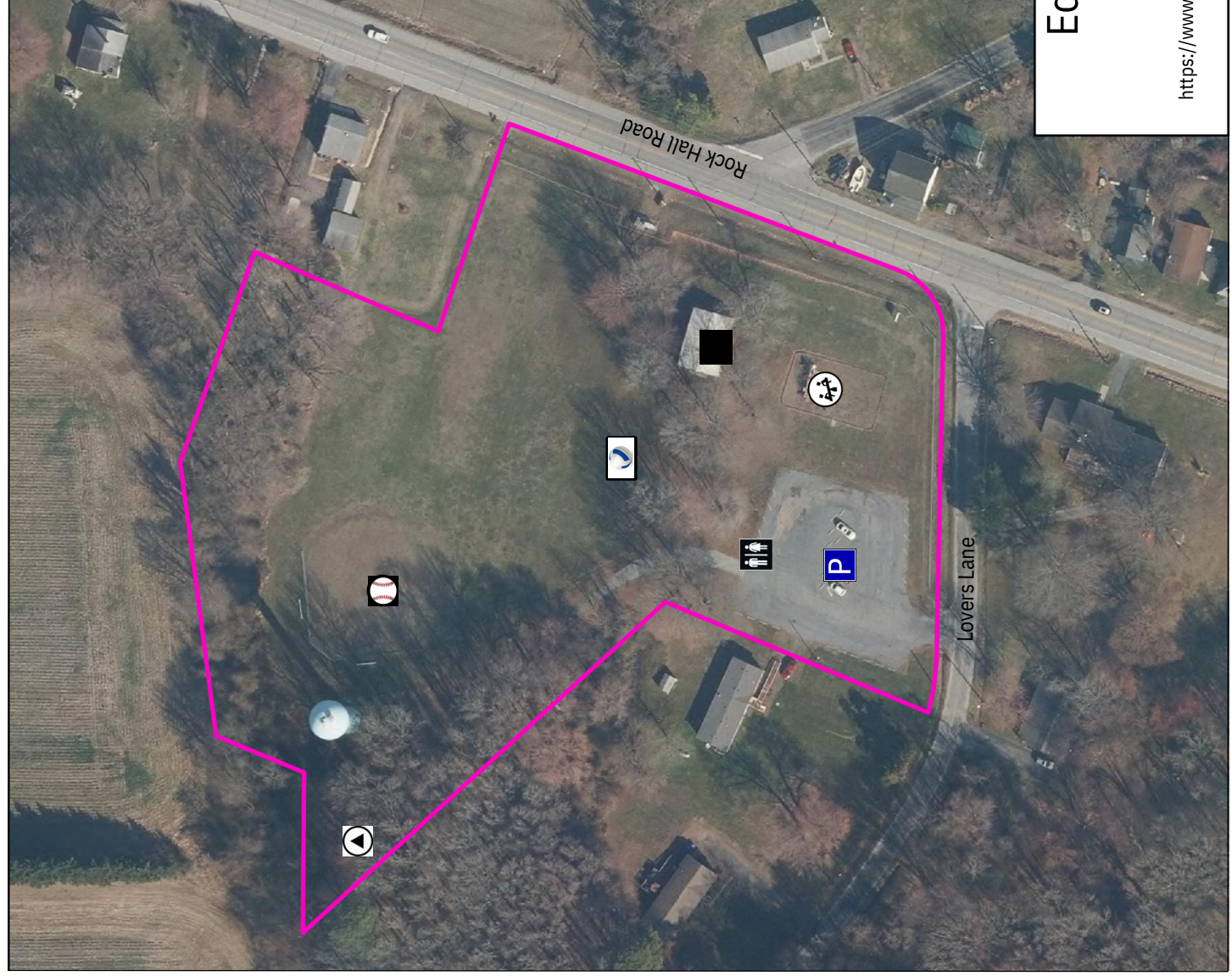


Amenity

- Parking
- Picnic Pavilion
- Volleyball Court
- Ball Field
- Portable Restroom (Open Seasonally)
- Playground
- Monitoring Well

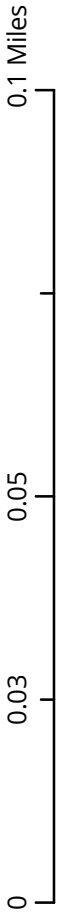


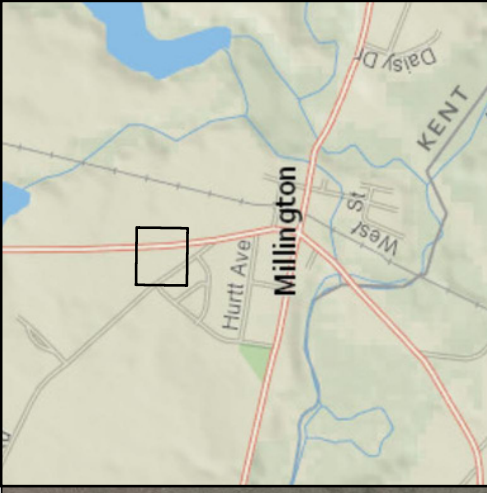
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Edesville Park Map






22012 Lovers Ln,
Rock Hall, MD 21661
410-778-1948
<https://www.kentcounty.com/recreation/parks/county-parks/edesville-park>





Millington Pool Map
 154 Millington Rd,
 Millington, MD 21651
 410-778-1957
<https://www.kentcounty.com/recreation/parks/county-parks/millington-pool>

Amenity

-  **Bathroom**
(Open Seasonally)
-  **P** **Parking**
-  **Picnic area**
-  **Pool**
-  **Tennis Court**



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Kent County Parks & Recreation

Employee/Volunteer Acknowledgment of Emergency Action Plan for Youth Sports

I acknowledge that I have been advised and given a copy of the Emergency Action Plan (EAP) for Youth Sports. I understand that I must comply with all of the procedures outlined in this document. I further acknowledge that I have been given the opportunity to ask any questions I may have about this EAP.

Print Name: _____

Employees/Volunteer Signature: _____ Date: _____

Sports League President Signature: _____ Date: _____

Recreation Program Specialist Signature: _____ Date: _____

Facilities/Programs Manager Signature: _____ Date: _____