

# Acton Boxborough Regional Schools

## Medical Emergency Response Plan

### **Rapid Communication System**

Specific initial responses to a crisis will depend upon the nature of the crisis and initial responses may vary. In responding to any crisis, faculty and staff must immediately assess the situation and take any action necessary to address any imminent or immediate threat to the physical safety and well-being of members of the school community. In some emergency situations, as in sheltering in place or with the failure of telephone communication, the supervising adults who are present must take immediate responsibility and independent action.

Emergency Medical Services (EMS) should be notified in the following cases: Fire/smoke in buildings or buses, bomb scare, intruder alerts/shelter in-place, medical emergencies, missing student, natural disasters, hazardous material exposure potential, civil disturbances.

### **EMS Response Time**

A determination of EMS response time can be arrived at by examining the locations of fire departments in our town. There are three fire stations within 1 mile of all our schools and the neighboring Boxborough Fire Department is within 3 miles of the central campus serving as back up. Through experience with prior emergency situations, the EMS response time is generally under 5 minutes.

### **Emergency Contact List**

The school districts have a written chain of command with relevant contact information. Protocol is specified as to when each person should to be called. In emergencies requiring post-event support, individual schools in our district have specific resources that they utilize (ie. School psychologists, physicians, “Good Grief Program”, “Emerson Pediatric Intervention Team” etc.)

### **Directing EMS Personnel**

During the initial contacting of EMS, they will be directed to the specific location of the emergency and administrative support will be utilized to direct them upon their arrival.

## **Injury Prevention/Monitoring**

Buildings are monitored for potential safety concerns by administrative and custodial staff. Accident reports are generated when appropriate, shared with administrative staff and kept on file.

## **CPR/AED/First Aid**

Classes are offered to train staff through our Professional Learning Department. The athletic director is responsible for ensuring that coaches and athletic trainers are CPR/First Aid trained. Middle school students have the opportunity to be trained in CPR.

## **Location of Automated External Defibrillators (AEDs)**

All AEDs are wall-mounted in fixed cabinets in the lobby of each school. There is an existing AED Protocol and Procedure document with yearly review and oversight by an emergency physician and the Districts nurses. The AEDs can be removed from these cabinets and deployed to the location needed. The nurses maintain lists of staff trained in the use of the AED and yearly drills are conducted.