

**PRE-ACTIVITY TIMEOUT AGENDA**

- Introductions  
School Administration/Site Director/AD  
Who is lead?  
Event Medical Personnel: ATC, Physician, EMS  
Contest Officials  
Coaches for each team  
Weather Decision  
Event Security  
Others
- Location of host school administration during contest
- Location of host medical personnel during contest
- Who will call 911  
Other EAP numbers  
Landline if necessary - location
- Emergency transport information  
Ambulance on site: Yes/No  
Ambulance/Emergency vehicle entrance/exit location  
Locked gates/Unlocked gates  
Ambulance delivers to which designated hospital(s)
- Venue and equipment  
AED location(s); Who will get AED?  
Cold tub/cooling equip. location  
Other Equipment (splints, etc.)  
Cart available for injured athlete transport: Yes/No  
Procedures for: cervical and cardiac
- Severe weather team evacuation location; Precautions(shelter)
- Severe weather fan evacuation location; Precautions(shelter)
- Special events or concerns



**PRE-ACTIVITY TIMEOUT AGENDA**

- Introductions  
School Administration/Site Director/AD  
Who is lead?  
Event Medical Personnel: ATC, Physician, EMS  
Contest Officials  
Coaches for each team  
Weather Decision  
Event Security  
Others
- Location of host school administration during contest
- Location of host medical personnel during contest
- Who will call 911  
Other EAP numbers  
Landline if necessary - location
- Emergency transport information  
Ambulance on site: Yes/No  
Ambulance/Emergency vehicle entrance/exit location  
Locked gates/Unlocked gates  
Ambulance delivers to which designated hospital(s)
- Venue and equipment  
AED location(s); Who will get AED?  
Cold tub/cooling equip. location  
Other Equipment (splints, etc.)  
Cart available for injured athlete transport: Yes/No  
Procedures for: cervical and cardiac
- Severe weather team evacuation location; Precautions(shelter)
- Severe weather fan evacuation location; Precautions(shelter)
- Special events or concerns



**PRE-ACTIVITY TIMEOUT AGENDA**

- Introductions  
School Administration/Site Director/AD  
Who is lead?  
Event Medical Personnel: ATC, Physician, EMS  
Contest Officials  
Coaches for each team  
Weather Decision  
Event Security  
Others
- Location of host school administration during contest
- Location of host medical personnel during contest
- Who will call 911  
Other EAP numbers  
Landline if necessary - location
- Emergency transport information  
Ambulance on site: Yes/No  
Ambulance/Emergency vehicle entrance/exit location  
Locked gates/Unlocked gates  
Ambulance delivers to which designated hospital(s)
- Venue and equipment  
AED location(s); Who will get AED?  
Cold tub/cooling equip. location  
Other Equipment (splints, etc.)  
Cart available for injured athlete transport: Yes/No  
Procedures for: cervical and cardiac
- Severe weather team evacuation location; Precautions(shelter)
- Severe weather fan evacuation location; Precautions(shelter)
- Special events or concerns



**PRE-ACTIVITY TIMEOUT AGENDA**

- Introductions  
School Administration/Site Director/AD  
Who is lead?  
Event Medical Personnel: ATC, Physician, EMS  
Contest Officials  
Coaches for each team  
Weather Decision  
Event Security  
Others
- Location of host school administration during contest
- Location of host medical personnel during contest
- Who will call 911  
Other EAP numbers  
Landline if necessary - location
- Emergency transport information  
Ambulance on site: Yes/No  
Ambulance/Emergency vehicle entrance/exit location  
Locked gates/Unlocked gates  
Ambulance delivers to which designated hospital(s)
- Venue and equipment  
AED location(s); Who will get AED?  
Cold tub/cooling equip. location  
Other Equipment (splints, etc.)  
Cart available for injured athlete transport: Yes/No  
Procedures for: cervical and cardiac
- Severe weather team evacuation location; Precautions(shelter)
- Severe weather fan evacuation location; Precautions(shelter)
- Special events or concerns

