

**EMERGENCY: Call 911 | Send someone to meet EMS at the designated access point | Bring AED if available****FACILITY / VENUE INFORMATION**

|                                    |                                                                                               |
|------------------------------------|-----------------------------------------------------------------------------------------------|
| <b>Facility / Venue Name:</b>      | Centennial Secondary School Turf                                                              |
| <b>Facility / Venue Address:</b>   | 570 Poirier Street, Coquitlam, BC V3J 5T2                                                     |
| <b>Nearest AED Location:</b>       | Dogwood Pavillion, 624 Poirier Street, Coquitlam                                              |
| <b>Emergency Medical Services:</b> | 911 for POLICE, FIRE, AMBULANCE                                                               |
| <b>Emergency Vehicle Access:</b>   | School/field access from Poirier Street.                                                      |
| <b>911 Access Point / Gate:</b>    | School/field access from Poirier Street.                                                      |
| <b>Nearest Hospital:</b>           | Royal Columbian Hospital, 330 East Columbia Street, New Westminster, BC V3L 3W7; 604-520-4253 |

**EVENT TYPE & CHARGE PERSON / CALL PERSON**

|                       |                                                                                                       |
|-----------------------|-------------------------------------------------------------------------------------------------------|
| <b>Event type:</b>    | <input type="checkbox"/> Practice <input type="checkbox"/> Game <input type="checkbox"/> Other: _____ |
| <b>Charge Person:</b> | Name: _____ Phone: _____                                                                              |
| <b>Call Person:</b>   | Name: _____ Phone: _____                                                                              |

**CHARGE PERSON RESPONSIBILITIES**

- Conduct an initial assessment of the injury.
- Designate someone to watch the other participants. Stop all activities and ensure participants are in a safe area if nobody is available to supervise.
- Wait with the injured participant and help keep them calm until emergency medical services arrive and assess the injury.
- Record the injury using the CMFSC Accident Report Form.

**CALL PERSON RESPONSIBILITIES**

- Call 911 for emergency help.
- Provide dispatch with the facility location, closest access point, nature of injury, first aid performed, and relevant medical information such as allergies or medical conditions.
- Clear traffic from the facility entrance/access road before emergency vehicles arrive.
- Wait by the entrance/access point to direct emergency services to the injured participant.
- Call the participant's emergency contact person.
- Communicate any critical information to Emergency Services and/or 911 dispatch.
- Assist the Charge Person as needed.

**BEFORE EACH PRACTICE / GAME:** ☐ Charge Person assigned   ☐ Call Person assigned   ☐ AED location confirmed  
☐ 911 access point confirmed

**Important: In an emergency, call 911. Emergency Medical Services will determine the appropriate destination. AED and emergency vehicle access information must be physically verified for the specific field before this form is finalized.**