

APPENDIX C Guide to Emergency Exceptions



Determining Emergency Exceptions:

When a situation arises that is out of the control of Adult Participants, it's important to assess if the emergency exception applies. First, Adult Participants should ask the following questions to determine if a situation is an emergency that warrants an exception.

1. Is there a threat to safety? Is anyone in danger?
2. Is someone injured? Does that injury require immediate care?
3. Is the Adult Participant able to remedy the situation while still following the Required Prevention Policies?
4. Is the Adult Participant able to contact another Adult Participant or the Minor Athlete's parent or guardian safely and reasonably to avoid a one-on-one interaction? This can be done in person or electronically.

Emergency Examples:

1. Dangerous or unexpected weather
 - a. After practice, a coach is waiting in his car for all the athletes to be picked up. While waiting for the last Minor Athlete to be picked up, a strong storm rolls into the area. To shield the Minor Athlete from the storm, the coach has the Minor Athlete come sit in the car. To mitigate the situation, he contacts the parents via phone while waiting to let them know the Minor Athlete is sitting in his car due to the storm. He stays on the line with them until they arrive.
2. Injuries
 - a. A Minor Athlete is injured during an event and must be transported to the nearest hospital. The Minor Athlete's parents are not at the event. The coach calls the parents to tell them about the injury and that they will be taking the athlete to the hospital.
 - b. A Minor Athlete is injured during practice and must be treated on-site in an area that is not easily observable and interruptible. The injury requires immediate care by the on-site athletic trainer.
3. Unexpected events and last-minute changes
 - a. During a practice or an event, a Minor Athlete's parent has a car accident and cannot come to pick up their child. The parent contacts the coach, explains the situation, and asks for the coach to bring that Minor Athlete home.
 - b. Practice location or event start time has changed at the last minute. The team manager calls the Minor Athlete to be sure they get the message that the practice location changed.
 - c. A Minor Athlete is travelling unaccompanied to a foreign country for a national team event. The Minor Athlete calls their coach about a concern with their travel. The coach, to ensure the athlete is safe, answers the call to discuss the concern with the athlete.



4. Threat to personal safety or reporting a concern.
 - a. A Minor Athlete emails an Adult Participant about potential physical abuse that is happening in their home. They request that the Adult Participant not mention this information to anyone else. In this situation, the Adult Participant does not need to copy another Adult Participant in their response. The Adult Participant will have to follow all the mandatory reporting requirements and any other Organizational requirements about Minor Athlete abuse.
 - b. A Minor Athlete calls an Adult Participant because of an unplanned, serious event. Examples include an accident, weather emergency, suicidal thoughts or behavior, or reporting abuse. In this situation, the Adult Participant should stay on the call as long as needed to ensure the safety of the Minor Athlete. The Adult Participant should follow the Organization's emergency protocol. They should also be sure to contact the proper individual at the Organization or authorities.

Best practices for participants to manage emergencies

1. Narrate or explain the steps you will take to the Minor Athlete when assisting with an emergency.
2. Call or contact the Minor Athlete's parent or guardian to explain the situation if appropriate.
3. Contact your Organization as soon as possible to document the emergency circumstances and all steps taken.
4. If you are one-on-one with a Minor Athlete, you should ensure that interactions are observable and interruptible as soon as you are able to, and it is safe to do so.
5. If an athlete comes to you to report abuse, remember to listen. Gather the information, provide appropriate support, and immediately make a report. Then, document this emergency circumstance as required by your Organization.

Documenting Emergency Exceptions

Adult Participants should always document emergency situations according to their Organization's protocol. When documenting emergencies, consider including the following:

- Times, locations, and activities impacted by the emergency, and individuals involved.
- What caused the emergency exception (weather, injury, etc.).
- What steps you took during the emergency.
- Steps you took to follow the Required Prevention Policies (if able).
 - » E.g., Narrated steps taken to Minor Athlete, called parents to stay on the line while transporting athlete, etc.
- Outcomes and steps you took after the emergency.