

Broken Arrow Soccer Club

ISSC Emergency Action Plan

1/2022



ISSC East Side: 13600 S. 145th E. Avenue

ISSC West Side: 8860 S. Aspen Avenue

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Our Mission

Developing future players in the game of soccer and in life.

Our Purpose

- (1) to promote the growth and development of youth soccer for all person's and abilities ages 2 through 18
- (2) to provide for the continuing development of soccer players, coaches and referees.

Our Environment

BASC provides healthy and fun activities through our recreational and small-sided game programs. These programs emphasize fun and de-emphasize winning at all costs. Every child is guaranteed playing time, and the game is taught in a fun and enjoyable atmosphere. Broken Arrow Soccer Club also offers competitive programs for those players who want to compete at a different level of soccer programming.

Broken Arrow Soccer Club is a member of the Oklahoma Soccer Association (OSA), US Youth Soccer Association (USYS), United States Soccer Federation (USSF) also known as US Soccer, and the Federation Internationale de Football Association (FIFA) which is the national governing body for the sport of soccer in the United States.

A Soccer Pathway For Every Player

We provide a fun, safe and healthy game for all kids. This includes big kids, little kids, tall kids, short kids, young kids, older kids, kids who want to play for one season, kids who want to play for twenty seasons, kids who play strictly for fun and kids who want to compete at the highest level possible. BASC connects families to the power of sports and our shared love of soccer.

visit www.basoccer.club

Media Coverage

It is understood that the BASC Executive Board President and/or 1st Vice-President may have to handle initial contact with the media. If so, do the following:

DO NOT make any statements regarding the incident.

DO NOT respond with “No Comment”.

Let the media know that a designated spokesperson will serve as their point of contact and that they will have the current information related to the incident.

Broken Arrow Soccer Club designated individuals are:

The current BASC President

The current BASC 1st Vice-President

USYS designated spokespersons:

Mike Fletcher - CMO, mfletcher@usyouthsoccer.org, 469-400-1473

Skip Gilbert – CEO, sgilbert@usyouthsoccer.org, 469-400-1483

Follow up with Jill Wiser at jwiser@usyouthsoccer.org and/or designated spokesperson to inform them which media outlet contacted the department.

The elected spokesperson should follow the “do’s” and “don’ts” of communication:

| DO’S | DONT’S |
|------------------------------------|--------------------------------|
| Tell the truth | Speculate or guess |
| Release only confirmed information | Overstate and understate |
| Be concise | Talk “off the record” |
| Show Concern | Be thrown by hostile questions |
| Remain Calm | Give Exclusive to one reporter |
| Provide updates | Place Blame |

Lightning Safety

The safety of our players, parents, volunteers and fans is of the highest importance to the Broken Arrow Soccer Club. Therefore, in the event of severe weather and/or lightning, play will be suspended and all persons shall leave the fields and seek shelter immediately. In the absence of lightning during rain/snow events play will continue unless the weather or field conditions warrant a suspension of play or early game termination. Play will resume AFTER the threat has passed **and** an official all clear has been issued.

Play will be suspended and re-started using the following notifications:

- SUSPEND PLAY: 1 long blast of the air horn
- RESUME PLAY: 3 short blasts of the air horn

Upon the suspension of play all persons must leave the fields and go to their vehicles or a place of safety. During suspension of play BASC may post updates to the BASC Field Conditions webpage at: www.basoccer.club – Click the Field Status box “View all field locations”.

In the event that hazardous conditions do not clear in a timely manner, games may be abandoned. Abandoned games will be indicated by the referee(s) or Tournament Director.

For abandoned regular season games:

- If the second half of the game has commenced the game is considered complete and results are final.
- If the second half of the game has not commenced the game will need to be rescheduled and replayed in its entirety.

For suspended or abandoned tournament games:

- If the second half of the game has commenced the game is considered complete and results are final.
- If the first half of the game has not commenced the game will be suspended until play may continue or as decided by the tournament director.
- The Tournament Director reserves the right to make whatever adjustments may be necessary in game length to proceed with the schedule following a delay due to inclement weather.
- Final contests will be decided on the field by completion of the game or by kicks from the mark if time or conditions do not permit game completion or as decided by the Tournament Director.
- If the awards presentation is suspended, the head coach of team should present themselves immediately following the end of their contest to the headquarters tent to receive their team's trophies and individual awards.

Management protocol for lightning injuries:

- Call 9-1-1 and activate EMS
- Survey the scene
- Assess breathing and pulse: An athlete that has been struck by lightning does not hold a charge and is safe to handle. Begin CPR as it is safe to do so.
- Early CPR is the key to survival.

Thorguard - Lightning Prediction System

A lightning detection system is in operation at Indian Springs Sports Complex. We ask that you adhere to any warnings the system may give regardless of how conditions may appear to be. Please use common sense with any inclement weather.

The lightning detection system is employed in two locations at the complex:

- Roof of the city barn directly west of field 3.
- Roof of the west concession building



The THORGUARD sensor continuously monitors the atmosphere's electrostatic energy and evaluates the potential for lightning. When the system determines a hazardous condition, the air-horns and strobe light provide necessary alerts.

How the system works:

- System detects the probability of lightning striking based on measuring electrostatic energy in the air, NOT that lightning has struck
- When the system detects a high probability of lightning the alert horn will sound and the strobe light will come on and stay on. (1 long blast of the air horn)
- Once the alert horn has made the warning, the system begins a **10-minute count-down**.
- If conditions are cleared during the 10-minute period the system will give an all clear, if not the system will continue to recycle the 10-minute count-down process.
- Once an "all clear" condition is established by the system it will give three back to back horn blasts and the strobe light will go off.

IF THE STROBE LIGHT IS ON - STAY OFF THE FIELDS!

The best place to wait out the storm is in a nearby enclosed building or vehicle. Do not wait under a tree, pavilion, tent or umbrella.

Tornado Safety

Whenever there is tornado or a threat of a tornado present during BASC activities it is the responsibility of the onsite Program Director, BASC President, BASC 1st Vice-President or BASC 2nd Vice-President to determine if it is safe to remain outdoors and playing.

The guidelines below are meant to be an educational source and the steps outlined are recommended by USYS to limit tornado risk and injuries.

Designate person/s should monitor threatening weather and make the decision to remove a team(s), players & spectators from the ISSC complex or event.

1. Monitor local weather reports each day before any event or practice
 - Be aware of potential weather situations that could develop during scheduled events or practices.
2. Be informed of National Weather Service (NWS) issued Tornado “watches” or Warnings,” and the warning signs of developing thunderstorms in the area, such as rotation in cloud base or greenish black skies.
 - A “watch” is issued when conditions are favorable for the development of tornadoes in and close to the watch area.
 - A “warning” is issued when a tornado is indicated by the radar or sighted by spotters; therefore, people in the affected area should seek safe shelter immediately.
 - The following information from should be followed to determine if the ISSC complex is safe.
 - 30 miles or less: Advisory
 - 20 miles or less: Caution
 - 8 miles or less: Not Safe – remove team(s), players, spectators, event/game personnel and individuals from an athletics complex or event to a safe shelter.
3. Resume soccer activities or events when:
 - The storm system is eight (8) miles away and heading away from the ISSC.
 - The ISSC has been properly evaluated and cleared of any possible damages and debris.
4. Know where the closest “safe structure or location” is to the field or playing area, how long it takes to evacuate to that location for all event/game personnel and have access to it.
 - Immediate Action
 - People with mobility concerns should seek shelter at the time of a tornado watch, NOT a tornado warning.
 - Seek shelter immediately. Areas to look for include;
 - A sturdy building.
 - If you can drive away from the tornado safely, do so.
 - DO NOT seek shelter in a car. But if you have to, get down in your car and cover your head, or abandon your car and seek shelter in a low lying area such as a ditch or ravine
5. Management protocol for tornado injuries
 - Call 9-1-1 and activate EMS.
 - Survey the scene.
 - Remain calm and listen for instructions and information from emergency personnel.
 - Provide first aid if it can be done safely.

Active Shooter

Active shooter situations are unpredictable, escalate rapidly, and in most cases there are no patterns and the selection of victims are completely random. The procedures, descriptions and checklists below will outline what to do if you are caught in an active shooter situation and what to expect from the arriving law enforcement. You will need to be both physically and mentally prepared, as you will need to follow these threesteps of RUN. HIDE. FIGHT

How to respond when an Active Shooter is within your area:

1. RUN if possible
 - a) Leave your belongings behind
 - b) Escape the area even if others do not agree to follow
 - c) Help others escape the area, if possible
 - d) Warn and prevent others from entering the area where shooter may be
 - e) Call 9-1-1 when in a safe area.
 - i. Describe the shooter, location and weapons being used
2. HIDE if escape is not possible.
 - a) If inside or outside
 - i. Stay out of the shooters view and remain quiet
 - ii. Silence your electronics including vibration
 - iii. Do not hide in groups
 - iv. Hide behind large sturdy items that can take a shot if fired in your direction
 - v. Try communicating with law enforcement by using text message or social.
 - b) If inside
 - i. Lock the door and turn off the lights
 - ii. Provide yourself protection if shots are fired your direction
 - iii. Turn off any items inside the room (ex: tv, radio)
3. FIGHT as a last option if needed.
 - a) You will need to fight or disrupt against the shooter
 - b) Acting aggressively in action or by yelling
 - c) Use surrounding items as weapons

After the situation clears and law enforcement are on scene:

1. Remain Calm
 - Keep your hands visible and empty at all times
 - Take care of yourself first, then move on to others if you can
 - If you see injured people, help them to safety
 - Do not yell or scream for officers attention
 - You will need to hold in a contained area after officers take control of the area
 - Do not leave until law enforcement instructs you to do so
2. Law Enforcement will survey scene
 - They will be armed heavily with handguns, shotguns and rifles among other items
 - They will shout directions, do not be alarmed and follow the directions

Bomb Threat Safety

The below checklist is designed to assist all BASC Board Members and staff on responses to the threat of a bomb in an orderly manner working with first responders.

Types of Threats

Phone

If a bomb threat is received phone, the caller should attempt to obtain as much information as possible.

1. Remain calm. Keep the caller on the line for as long as possible. DO NOT HANG UP, even if the caller does.
2. Listen carefully. Be polite and show interest.
3. Try to keep the caller talking to learn more information.
4. If possible, write a note to a colleague to call the authorities or, as soon as the caller hangs up, immediately notify them yourself.
5. Complete the Bomb Threat Checklist immediately. Write down as much detail as you can remember. Try to get exact words.
6. Immediately upon termination of call, DO NOT HANG UP, but from a different phone, contact authorities immediately with information and await instructions.

Questions to ask:

1. Where is the Bomb Located?
2. When will it explode?
3. What kind of bomb is it?
4. What does it look like?
5. What will make it explode?
6. Did you place the bomb?
7. Why did you place the bomb?

Receiving Caller Information:

1. Your Name: _____
2. Time of call: _____
3. Time call ended: _____
4. Date: _____

Caller Details:

1. Male___Female___
2. Adult___Juvenile___
3. Approx. Age_____
4. Any background noise? If so, describe:_____
5. Tone of the caller's voice? (ex: calm, angry, loud, laughing)_____
6. Type of call
a. Local_____Cell Phone_Long Distance_____
7. Exact words of the threat: _____

Continued next page →

Verbal

1. If the perpetrator leaves, note which direction they went
2. Notify the designated personnel and authorities
3. Write down the threat exactly as it was communicated
4. Note the description of the person who made the threat:
 - Male___ Female___
 - Adult___ Juvenile___
 - Race_____
 - Type of clothing_____
 - Approx. Age_____
 - Body description: Height/weight/hair and eye color _____

Written

1. Handle the document as little as possible
2. Notify the designated personnel and authorities
3. Rewrite the threat exactly as is on another sheet of paper and note the following
 - Date/time/location document was found
 - Any situations or conditions surrounding the discovery/delivery
 - Full names of any personnel who saw the threat
 - Secure the original threat; DO NOT alter the item in any way
 - If small/removable, place in a bag or envelope
 - If large/stationary, secure the location

Emailed

1. Leave the message open on the computer
2. Notify the designated personnel and authorities
3. Print, photograph, or copy the message and subject line; note the date and time.

Fire Emergency

When fire is discovered:

- Notify the local Fire Department by calling 9-1-1.
- Notify a BASC Board member or staff about the fire emergency.

Fight the fire ONLY if:

- The Fire Department has been notified.
- The fire is small and is not spreading to other areas.
- The fire extinguisher is in working condition and personnel are trained to use it.

Upon being notified about the fire emergency, occupants must:

- Leave the building
- Remain outside until the Fire Department announces that it is safe to reenter.

Designated Board Member or staff must:

- Ensure that all persons have evacuated the area
- Perform an accurate head count of persons reported to the designated area.
- Determine a rescue method to locate missing persons.
- Assist all physically challenged persons in emergency evacuation.
- Disconnect utilities and equipment unless doing so jeopardizes his/her safety.
- Provide the Fire Department with the necessary information about the facility and any missing persons in the building.

Medical Emergency

The below procedures should be used during BASC events that require responses for serious injuries needing medical care and transportation. This checklist is designed to assist designated persons working with the first responders.

Roles of activation:

1. Assess the scene.
2. Player, spectator or identified individual should ONLY be treated by an onsite Athletic Trainer or EMS.
3. Call 911
 - a. Provide your name, address, phone number and any specific directions.
 - b. Condition of person.
 - c. What treatments, if any, are currently being administered. (IE: CPR, etc.)
 - d. Facility location where forthcoming medical personnel can be met and directed.
4. Staff duties
 - a. Assign an individual to meet the EMS upon arrival at designated entrance.
 - b. A second person should be waiting at the entrance to help responders to the injured person.
 - c. If needed, assign a third individual to serve as crowd control on location.
5. Make sure the driving path is clear for ambulance for entry and exiting.
 - a. Have all necessary gates and doors unlocked and open.
6. If possible, take down the following information:
 - a. Address of the Hospital which the individual was taken to:
 - b. Phone number of the injured person and/or parent number:

Lost/Missing Child

If an individual reports that they cannot find someone, they should be directed to a BASC Board Member, and/or BASC staff in the HQ or Referee Building for assistance. The first attempt to find the missing patron will be to walk in and around the park or building/area. If the missing person is a small child, all available staff will assist in looking for the patron. Calls may need to be made to see if the person may have found a ride home. A Board Member may have the park area secured to find a missing patron.

An accurate description should include:

- Name:
- Time last seen:
- Location or area last seen :
- Height:
- Weight:
- Gender:
- Hair Color :
- Eye Color:
- Skin Tone :
- Date of Birth (Age) :
- Clothes worn (including shoes) :
- Any distinguishes characteristics (scars, marks, tattoos, freckles, piercings, birthmarks):
- Is there a photo available?

The following steps need to be taken once notification has been made. In an emergent situation, it is up to the discretion of the BASC Board Member/s to choose the best method to do so.

- All staff must be alerted that there is a “Code Adam” on site. The staff must be informed of the child’s name and physical description.
- All fields and sidelines must be swept in an effort to find the missing child.
- Onsite BASC Board Members and staff must be placed at all main areas of entry and exit on the fields and/or streets to monitor everyone who passes by.
- Communication: All participants and staff members on site must be alerted that there is a missing child, the child’s name and physical description. The Board Member/s and staff have the discretion to use text alerts, walkie talkies, email blasts, or social avenues to communicate the event or tournament is undergoing a “Code Adam”.
- If the child is not found within 5-10 minutes, call law enforcement (9-1-1)
- Staff must be educated so that they know the difference between a missing child versus a lost child— Board member/s and staff must distinguish whether or not to enact Code Adam before initiating procedure. You will see the lost child protocol below.
 - If the child is found and appears to have been merely lost, the child shall be reunited with their parent/guardian.
 - If the child is found accompanied by someone other than a parent or legal guardian, staff shall attempt to delay their departure without putting the child, staff or patrons at risk or in harm’s way.
 - Law enforcement should be notified and provide with a detailed description of the person leaving with the child.

Spectator Violence or Verbal Abuse

Spectator violence refers to any violent activity that occurs among those attending a sporting event. It can be directed at players, officials, event personnel or fellow spectators.

Types of spectator violence can include verbal abuse, throwing objects, property destruction and physical assaults.

The following steps are designed to be taken as precautionary measures when dealing with verbally abusive spectators. Each situation is different and needs to be addressed and handled in a relative matter to what is going on.

1. Let a BASC Board Member or staff know that there is a current situation you are going to deal with. This can serve as a need for backup or record of the incident.
2. If possible, bring someone with you as a witness and approach the individual.
3. Remain calm and patient.
4. Step aside with individual to a secure location.
5. Keep a good distance between each other.
6. Don't interrupt individual's comments, use very little body language and speak peacefully.
7. If needed, issue disciplinary actions.
8. Remove the individual if needed.
 - a. If no removal is needed issue a warning and next issue will result in removal.
9. If needed, inform the police or security of the situation.

Assault / Fight

1. Separate the individuals that committed the fight and from the scene.
 - a. Report the following to a BASC Board Member or staff
 - The location of the incident
 - The extent of the fight or assault
 - The individuals that committed the fight
2. If in the field, remove them from the field and take them to the headquarters office or ref shack.
3. Warn the individuals involved that they need to stop what they are doing or corrective actions will be taken.
 - a. Asking them to leave the park
 - b. Calling the police
 - c. Other course of action
4. Verify that you have additional witness and/or staff present during incident.
5. If the fight continues, call 911.

Burglary / Theft & Vandalism

If you are involved in one of these situations, below are the preventive steps to take in reporting the incident along with how to protect yourself from harm or injury.

Vandalism:

1. Once you have noticed and viewed the scene, contact a Board Member or staff.
 - a. If you are witnessing the incident in real time, contact the local law enforcement and follow the instructions given by them.
 - b. Move to a safe and secure location.
 - c. If you can take video or pictures safely, do so.
2. DO NOT move anything.
3. Report the following:
 - a. Location of incident
 - b. Extent of the vandalism
 - c. Your name and contact phone number

Theft:

1. If done from a safe distance, approach the person and ask them if you can help.
 - a. If you feel that this will put you in harm's way, do not engage in a conversation
2. Look for a safe and secure location and continue to watch them.
3. Call the local law enforcement.
4. Take notes of the occurring incident.
 - a. Description of person(s)
 - b. Crime being committed.
 - c. Time of the incident.
5. Follow instructions given by law enforcement.

Flood

The below procedures should be used in the instance that BASC has advance warning that Indian Springs Soccer Complex will flood. This checklist is designed to assist designated persons working to evacuate buildings and removing nets and other items from the complex.

Roles of activation:

1. 2nd Vice-President confirms with the City of Broken Arrow of impending flood conditions at ISSC and any knowledge of current water levels and timeline for mandatory evacuation.
2. President and 2nd Vice-President begin communicating with Board members and staff to begin the removal process of BASC items out of buildings which could be costly to replace.
3. HQ Building
 - a. Assess which items can be removed and where they will be temporarily stored.
 - b. Notify office of where items will be stored so that items can be accounted for.
 - i. Do we need to rent a storage building?
 1. Notify office to assist with this.
4. Referee Building
 - a. Assess which items can be removed and where they will be temporarily stored.
 - b. Notify office of where items will be stored so that items can be accounted for.
 - i. Do we need to rent a storage building?
 1. Notify office to assist with this.
5. Shed
 - a. Assess which items can be removed and where they will be temporarily stored.
 - b. Notify office of where items will be stored so that items can be accounted for.
 - i. Do we need to rent a storage building?
 1. Notify office to assist with this.
6. Fields
 - a. Assess whether to remove nets from goals.
 - i. Where will nets be stored?
 - b. Are there any items on the field which can be removed and stored safely such as trash cans?