

Risk Management Plan Assignment #3

AUGUST: School is starting up again so time to make sure the Risk Management Plan is in order and set the standards for the athletic department on the safety measures and the importance of them! The three primary components of determining this plan will be based on recognition, analysis and what action to take in regard to the previous two components.

Hold meetings with other administrators at college and discuss ideas for risk management throughout the year. Talk about ideas for all 8 sports and ways in which risk can be limited and dealt with when it does arise. These ideas will also be discussed with all departments that will be involved with athletics over the course of the year including security, medical, business, maintenance, transportation, grounds keeping, and athletic trainers. This will make sure that everyone and all departments are on the same agenda when it comes to the Risk Management Plan and procedures.

Coaches meeting for all coaches for the upcoming year for the 8 sports at the college will take place. Discuss safety measures and safety agenda for the year regarding the athletic department. Each sports respective coach can be given a checklist of safety measures they can start thinking about for their sport, and also give input on their safety concerns for their program. This is also the time sport handbooks should be distributed to all coaches in which a risk management section is in, so all coaches have documentation of it.

Also time to check all coaching credentials and background check of coaches so there are no surprises during the year concerning any of the coaching staff that could have been avoided. At this same time that documentation is being checked, make sure that all athletes have physicals examinations clearing them for participation in athletics, and that they have submitted proof of medical insurance to the athletic department. As all athletes will be coming to campus for the start of the school year it is important to have this documentation on record before the athletes start working out.

This is also the time that a sports safety committee can be put into place. This committee will be composed of different people throughout the University including a teacher, academic administrator, coach, athletic trainer, head of maintenance, business manager, and booster club president. This committee will serve as an extra set of eyes and ears for the athletic department and hold meetings during every athletic season to discuss safety measures already in place, and also discuss new concerns and ideas that need to be addressed.

Extra coaches meeting for only fall coaches. Will go over specifics of pre-season and season and what is expected in terms of safety. For Men's soccer discuss field conditions, aspects of training program, capabilities of athletes and athletic performance, equipment for players, locker room conditions and anything else the coaching staff thinks could be a safety concern. Also the seating area for the fans and travel conditions will be discussed with coaches so everyone can be on the same page for ensuring safety measures. For Women's volleyball the court will be

discussed and the status of the equipment. If the poles and net are in proper working order, mats are still in place for protection of poles and safety measures are taken when players are handling equipment to set up the nets and take them down. The locker room and bleachers will also be discussed here, as well as travel conditions for the team so again all the coaches are on the same agenda as the athletic department in terms of safety.

In addition to talking to coaching staff about facility and equipment safety, talk to staff, teams, and trainers about what to do in case of emergency with an athlete. Go over who to contact, where the nearest phone is, and what to do if a player is injured or non-responsive. Trainers and coaches can be refreshed on CPR and proper technique for injury of players until medical personnel can be present. This will be done with both teams and at this point accident report paper work will be addressed.

Lastly all of the facilities and equipment need to be inspected for every sport at this point in time. This will include a walk through everything. The Soccer field will be checked for holes and that the field is level. The volleyball gym will be checked and that nets, poles and court are all properly working and maintained. Wrestling mats need to be checked for bacteria and all together safety, as well as the women's gymnastics equipment. Baseball and softball fields should be looked at along with equipment for these sports. Check the status of protective wear for catchers, helmets, and how the bases are holding up. The track and field area should also be assessed at this time, check the wear and tear of the track since last season, the status of the mats and pits and what needs to be updated or adhered to by the time season starts, or workouts start on the track. The bleachers and locker rooms of all respective sports mentioned will also be walked through and assessed on safety issues. While these inspections are taking place a notepad is in hand and checklists of all safety measures are being kept track of, and also what needs to be done to make facilities and equipment safer.

SEPTEMBER: Fall sports will be starting so at this time can start checking in with teams and coaches to see how the season is starting off. Regular visits and checkups of the equipment and facilities that are being used for Women's Volleyball and Men's soccer will be done, as well as checkups on practices of the two teams.

Men's soccer program will be checked on to see how the athletes are after preseason and how many injuries are on the team. This will be kept track of, in accordance with training schedule to see how training could possibly be preventing or causing injuries to athletes. Field will also be inspected and that it is staying level and there are no problems with unevenness or holes that could cause unnecessary injuries to players.

Women's volleyball program will be checked the same way. Preseason workouts will be looked at in accordance with how athletes are doing at this point in the season to again determine how training has possibly prevented or caused injuries to any players. Equipment and court will be

checked on and talk with coaches about anything they think needs to be addressed.

At this time a coach's clinic on safety will also be available for all the coaches that work in the athletic department. This clinic will address the newest safety issues and how to supervise athletes, enhance safety of athletes and what to do in case of injury or emergency in accordance with The University's policy.

OCTOBER: As fall seasons are underway continue to check and revisit practices, games, facilities, coaches and athletes to make sure that there are no new safety concerns that need to be addressed.

This is also a good time to review current safety measures that are already in place and see what is working and what needs to be adjusted. This would also be a good time to meet with the sports safety committee and see what they think in terms of how the safety of the fall season has gone, and also what else they see could be done or needs to be done to enhance safety of the athletic department.

As the winter season is approaching a meeting with all the winter season coaches needs to take place. At this time the specifics of pre-season and season will be gone over with the coaches, and they will be reminded of what is expected in terms of safety in accordance with their team. Men's wrestling will discuss the hygiene of their workout areas and mats, making sure that any bacterial problems are stopped before they get started. The training schedules of the wrestlers and the safety that comes along with this will also be discussed. Since certain weight classes are always trying to be achieved, safety and health of the wrestlers is very important to address with the coaches. Tournaments and travel arrangements will be discussed in terms of safety, as well as locker room sanitation and bleacher area so that the whole coaching staff is on the same page. For women's gymnastics the safety of the workout equipment and facility will be closely looked at. As there are many poles, bars, vaults and chances for falls the equipment needs to be properly working and have the proper safety precautions in place in case of a fall. The mats also need to be discussed in terms of sanitation and locker room sanitation as well. The preseason and season workout schedule will also be looked at in terms of player's safety. Gymnastics has a tendency to push a certain weight as well so addressing the safety of the athletes first and foremost will be reiterated. Tournaments and travel conditions will discussed with the coaches.

As in the fall there will also be a meeting with each team's players, coaches, and trainers in addition to just the coaches meeting to address what to do in case of emergency or injury of player during practice or game. Again information on who to call, nearest place to make this call and protocol for injured or non-responsive athlete will be addressed. Trainers and coaches can be refreshed on CPR and proper technique for injury of players until medical personnel can be present. This will be done with both teams and at this point accident report paper work will be addressed.

Revisit winter sports facilities and equipment, locker rooms and seating areas for fans to make sure everything is working and has the proper safety measures in place.

NOVEMBER: Winter sports will be starting so at this time can start checking in with teams and coaches to see how the season is starting off. Regular visits and checkups of the equipment and facilities that are being used for Women's Gymnastics and Men's Wrestling will be done, as well as checkups on practices of the two teams.

Men's wrestling program will be checked on to see how the athletes are after preseason and how many injuries are on the team. This will be kept track of, in accordance with training schedule to see how training could possibly be preventing or causing injuries to athletes. Mats and sanitation will also be inspected and that it is staying clean and there are no problems with bacteria or health of athletes.

Women's gymnastics program will be checked the same way. Preseason workouts will be looked at in accordance with how athletes are doing at this point in the season to again determine how training has possibly prevented or caused injuries to any players. Equipment and mats will be checked on for safety and sanitation and talk with coaches about anything they think needs to be addressed in regards to safety or health of athletes.

DECEMBER: As winter seasons are underway continue to check and revisit practices, games, facilities, coaches and athletes to make sure that there are no new safety concerns that need to be addressed.

As it is half way through the sports year it is a good time to check on indoor facilities, as outdoor ones are most likely not being used at the moment. Indoor facilities include sitting areas for spectators, wrestling area, gymnastics area, volleyball court and any other training facilities that are used in an indoor setting. Again a notepad should be used and a checklist made of everything that is up to par, and everything that needs to be modified or updated to keep facilities as safe as possible.

This is also a time when arrangements have to be made for the holiday break. Schedules of games, practices, tournaments and road trips need to be gone over and the risk management plan reviewed with personnel that will be present over the holidays and involved with the athletic department. Wrestling team and Gymnastics should have their holiday practice plans and game plans all planned out at this point so proper safety measures can be made around these two schedules over the holiday break.

JANUARY: As winter seasons are still underway continue to check and revisit practices, games, facilities, coaches and athletes to make sure that there are no new safety concerns that need to be addressed. Talk to wrestling coaches about how their meets and practices are going, how the

Risk Management Plan Assignment #3

athletes are holding up and also how equipment and sanitation is going so far this season. Talk to gymnastics coaches about how their meets and practices are going, how the gymnasts are holding up and again how the equipments and sanitation has been this far through the season.

Another good time to review current safety measures that are already in place and see what is working and what needs to be adjusted. This is a good time to meet with the sports safety committee again and see what they think in terms of how the safety of the winter season has gone, and also what else they see could be done or needs to be done to enhance safety of the athletic department.

In addition this would be a good time to ask for feedback from coaches, trainers, staff members, faculty and players on how safety measure have gone up until this point, and what can be improved on heading into the new year.

FEBRUARY: As the spring season is approaching a meeting with all the spring season coaches needs to take place. At this time the specifics of pre-season and season will be gone over with the coaches, and they will be reminded of what is expected in terms of safety in accordance with their team. Men's baseball will discuss the safety of the field, bases, dugouts and equipment. The training schedules of the team and the safety that comes along with this will also be discussed. Tournaments and travel arrangements will be discussed in terms of safety, as well as locker room sanitation, bleacher area and weather conditions so that the whole coaching staff is on the same page. For women's softball the safety of the field, bases, equipment and dugouts will again be closely looked at. The preseason and season workout schedule will be looked at in terms of player's safety. Again tournaments and travel arrangements will be discussed in terms of safety, as well as locker room sanitation, weather conditions and bleacher area so that the whole coaching staff has the same knowledge. For both teams it is very important to make sure the field is level, has no holes that could cause players harm, and also that all equipment is up to date and properly fitting the players.

Men and women's outdoor track and field will discuss the safety of the track area. This will include the actual track where the running takes place; making sure that it is in great condition and can cause no harm to runners; Also that there is nothing that can impede the runners and injure them if they were to fall. The long jump pit needs to be looked at and made sure that the running lane and jumping base are in good condition and that the sand pit has nothing harmful in it. The high jump and pole vault areas need to be inspected, and make sure that mats are in the proper place and when athletes fall have proper ways of landing their falls. The shot and discus area need to be in a secure part of the track where no one will be injured when shot or discuses are thrown. All these aspects of the facility will need to be looked at as well as the equipment used in all mentioned above. Hurdles need to be checked, starting blocks, vaulting poles, and high jump bars. The condition of the athletes and the workouts they will partake in will be

Risk Management Plan Assignment #3

discussed in accordance with safety of the athletes. Both the track teams schedule of meets and travel arrangements will also be discussed, as well as locker rooms and bleacher areas so everyone has the same agenda when it comes to safety for the team and track area.

For all the spring teams the importance lightning safety will be addressed and what the teams should do in case of severe weather and evacuation.

As in the winter there will also be a meeting with each team's players, coaches, and trainers in addition to just the coaches meeting to address what to do in case of emergency or injury of player during practice or game. Again information on who to call, nearest place to make this call and protocol for injured or non-responsive athlete will be addressed. Trainers and coaches can be refreshed on CPR and proper technique for injury of players until medical personnel can be present. This will be done with all spring teams and at this point accident report paper work will be addressed.

MARCH: Spring sports will be starting so at this time can start checking in with teams and coaches to see how the season is starting off. Regular visits and checkups of the equipment and facilities that are being used for women's softball, men's baseball, and men's and women's track and field will be done, as well as checkups on practices of all the teams.

Men's baseball program will be checked on to see how the athletes are after preseason and how many injuries are on the team. This will be kept track of, in accordance with training schedule to see how training could possibly be preventing or causing injuries to athletes. Field will also be inspected and that it is staying level and there are no problems that could cause unnecessary injuries to players. Also that all the equipment the players have is holding up, or if any new equipment is needed for team.

Women's softball program will be checked the same way. Preseason workouts will be looked at in accordance with how athletes are doing at this point in the season to again determine how training has possibly prevented or caused injuries to any players. Field will also be inspected and that it is staying level and there are no problems that could cause unnecessary injuries to players. Also that all the equipment the players have is holding up, or if any new equipment is needed for team.

Men's and women's track and field will be checked similarly, to see how the athletes are after preseason and how many injuries are on the team. This will be kept track of, in accordance with training schedule to see how training could possibly be preventing or causing injuries to athletes. The track field and surrounding areas will also be checked and talked about to see if safety measures in place are working or if anything needs to be fixed or modified. At the same time equipment will be checked to see if it is all properly working or if the team needs anything new to keep safety measures top priority.

Risk Management Plan Assignment #3

APRIL: As spring seasons are underway continue to check and revisit practices, games, facilities, coaches and athletes to make sure that there are no new safety concerns that need to be addressed. Talk to baseball and softball coaches about how their games and practices are going, how the athletes are holding up and also how equipment and field is holding up so far this season. Talk to track coaches about how their meets and practices are going, how the athletes are holding up and again how the equipment and track area has held up through the season.

This is also a good time to revisit all safety measures that are in place, and examine how they are working, if they are working and what adjustments could and should be made regarding risk management plans.

MAY: The planning for the next school year can start at this point. This would also be a good time to meet with the sports safety committee again and see what they think in terms of how the safety of the spring season has gone, and also what else they see could be done or needs to be done to enhance safety of the athletic department.

Based on planning, projects, coaches, administrators and safety committee a review should be done of the safety of the past year and also the equipment. New equipment should be ordered at this time if needed. Money for this should be in the budget as well as any money needed to enhance the safety of the athletic department, the athletes and spectators. Money budgeted for this now and spent on safety will equal far less than a lawsuit will. Anything ordered or budgeted should be documented and records kept.

JUNE: Based on risk management plan the school year should be reviewed and all the sports should be looked at. Each of the 8 sports should have a safety/risk summary that includes all the checklists kept throughout the year, all documentation concerning the sport and a review of the accident reports for each respective team.

Final meetings with coaches and the safety committee should be done at this time to address any problems, successes and adjustments that took place and/or need to take place in the future in regards to the risk management plan. This is where the future agenda of the department in terms of safety can also start being discussed.

JULY: Coaches and trainers will be recommended to attend camps, clinics, and any sessions that can increase their awareness of safety of athletes and how to best handle the athletes on their respective teams.

Readings on the newest safety and risk procedures will be done at this time so that the risk management plan for the following school year can be up to date and the department handbook with an improved risk management plan can be ready for coaches and staff in August.

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Risk Management Plan Assignment #3