

Cardiac Emergency Response Team

Thank you for being a part of Deerfield Elementary School's Cardiac Emergency Response Team (CERT). The acceptance of this role is to help and aid in the event of an emergency in our building or on our school grounds. Each member of this team must be current with their CPR/AED training. Please know that anyone in our building can initiate the response for the emergency.

Our CERT team is made up of 17 members. All 17 members will act in response to the emergency as long as it doesn't jeopardize the safety of any other student. Whether that be leaving a class unsupervised or a potential for any physical injury/harm.

All CERT Team Members and any teachers will report and initiate any event on playgrounds, front and back entrances to the school. This can be communicated via radio (channel 12).

Team Member Roles:

Lia Parsley, Principal, location front office (Rm 238) and Lisa Winton, location front office (Rm 239):

Your role on our CERT team, if the emergency response is not in your immediate office, is to initiate building lockdown, announce a CODE BLUE (which is the code to activate the Emergency Response Team) and give the location of the incident. Inform Mr. Lee to call 9.1.1 if Officer Darnell has not already done so. You will also need to direct emergency responders to the location of event, keep hallways clear and be in contact with Central Office. Contact family members or next of kin for the victim.

If emergency is in your office, please call for help and activate CERT team.

Radio announcement over channel 12 to report incident and front office secretary can make overhead all call Code Blue, lockdown and location of event if you are unavailable.

Lee Waldorf (Administrative Assistant) (Main Office)

Call 9.1.1 and report emergency, location and who and what is occurring. If Officer Dustin Darnell is not present and unable to directing EMS from outside, you will make sure they are given access to enter the school from the main entrance and direct them to the event.

Dustin Darnell SRO (Rm 241) or Donna Trail School Nurse (Rm 236)

Upon notification of an emergency in our building or on the grounds retrieve the AED & attached kit from the cabinet closest to the location.

Locations of AED cabinets:

Gym / inside the gym door on the wall nearest the stage.

Orange Wing / outside the back entrance to the main office.

Blue Wing / wall on the left prior to walking down the hall.

Cafeteria / Back wall on the right side just before going through the outside door.

Officer Darnell will move police vehicle to the proper entrance closet to event.

Donna Trail School Nurse

Will collect and bring to scene all vital sign equipment, CPR mask and stethoscope.

Carol Ann Damron

Hallway Leader for Entire Main Hallway & Library

If an emergency occurs in your library – report immediately to event, call for help if help has not already been called, initiate CERT Team through Mrs. Parsley and Mrs. Winton or through Mr. Lee Waldorf in the main office. Mr. Lee will call 9.1.1 if they have not already been contacted by them or Officer Dustin Darnell. Begin emergency response until team arrives.

Stephens

Hallway Leader Pre K, CDC Non-Verbal (Stephen's Rm) and CDC Verbal (Ms. Kennington's Rm) **(Blue Hallway)**

If an emergency occurs in your hallway – report immediately to event, call for help if help has not already been called, initiate CERT Team through Mrs. Parsley and Mrs. Winton or through Mr. Lee in the main office. Mr. Lee will call 9.1.1 if they have not already been contacted by them or Officer Dustin Darnell. Begin emergency response until team arrives.

Brooklynn Hale

Hallway Leader K – 1st & Academic Coaches Room **(Green Hallway)**

If an emergency occurs in your hallway – report immediately to event, call for help if help has not already been called, initiate CERT Team through Mrs. Parsley and Mrs. Winton or through Mr. Lee in the main office. Mr. Lee will call 9.1.1 if they have not already been contacted by them or Officer Dustin Darnell. Begin emergency response until team arrives.

Holly Teal &/or Cynthia Laughlin

Hallway Leader RTI / Intervention Classes / 2nd – 3rd **(Orange Hallway)**

If an emergency is reported from your hallway – report immediately to event, call for help if help has not already been called, initiate CERT Team through Mrs. Parsley and Mrs. Winton or through Mr. Lee in the main office. Mr. Lee will call 9.1.1 if they have not already been contacted by them or Officer Dustin Darnell. Begin emergency response until team arrives.

LeAnn Chastain

Hallway Leader 3rd – 5th (Yellow Wing)

If an emergency occurs in your hallway – report immediately to event, call for help if help has not already been called, initiate CERT Team through Mrs. Parsley and Mrs. Winton or through Mr. Lee in the main office. Mr. Lee will call 9.1.1 if they have not already been contacted by them or Officer Dustin Darnell. Begin emergency response until team arrives.

Rachel Holder

Hallway Leader Excellence Room – Gym

If an emergency occurs in your hallway – report immediately to event, call for help if help has not already been called, initiate CERT Team through Mrs. Parsley and Mrs. Winton or through Mr. Lee in the main office. Mr. Lee will call 9.1.1 if they have not already been contacted by them or Officer Dustin Darnell. Begin emergency response until team arrives.

Nikki Anderson &/or Jenny Coyle

Hallway Leader Hall near Gym & Cafeteria and Kitchen

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office. Mr. Lee will call 9.1.1 if they have not already been contacted by them or Officer Dustin Darnell. Begin emergency response until team arrives.

Roles for every member in the event of an emergency:

Arrive on scene

Note the time on arrival

Get an account of the episode that lead to the emergency, speak to witnesses of the event if any are available

Assure scene safety

Call 9.1.1 (Initiate / Inform that EMS is needed so office can place call or Officer Dustin Darnell

Begin CPR, follow basic life support, send someone to get the AED and activate EMS if hasn't already been done

Keep a log of events and times of action (Event log in zippy bag attached to the AED)

Work as a team with CPR, AED, swapping to prevent fatigue

Work with emergency responders on arrival to give an accurate account of events