

Emergency Action Plan (EAP) – 1600 Park Field

Location: 1600 Park Avenue, Hoboken, NJ

Applies to: All Hoboken Recreation Sports Activities at 1600 Field

▲ LIFE-THREATENING EMERGENCY

In case of a **serious injury or medical emergency**:

1. **Call 911 immediately**
 - Give the operator:
 - Your name and callback number
 - The nature of the emergency
 - Exact location: **1600 Park Avenue Field, Hoboken, NJ 07030**
 - Additional info: entrance via 16th Street between Park Ave & Willow Ave
 2. **Designate an adult to meet emergency personnel** at the **field entrance** (16th Street) and guide them to the scene.
 3. **Do not move the injured person** unless they are in immediate danger.
 4. **Keep non-essential people back.**
Administer CPR or first aid if trained and necessary until help arrives.
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MINOR INJURIES

- Treat minor injuries with **on-hand first aid kits** (coaches should have one).
 - Contact the player's **parent or guardian** if needed.
 - Report any significant incident to Recreation staff and fill out an **Incident Report Form**.
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WEATHER & FIELD CONDITIONS

Lightning or Thunder:

- **Clear the field immediately.**
- Wait **30 minutes** after the last sound of thunder or visible lightning before returning.
- Shelter in **cars or covered structure near the restrooms** (not under tents or trees).

Unsafe Field Conditions:

- Field monitor or Recreation staff may **cancel or suspend play** for safety.

- Communication about cancellations or delays will go through **TeamSnap**.

IMPORTANT CONTACTS

| Role | Contact |
|--------------------------------|---------------------------------|
| Emergency Services | 911 |
| Hoboken Recreation Office | (201) 420-2012 |
| Hoboken Police (non-emergency) | (201) 420-2100 |
| Field Monitor (on-site) | Orange vest or Recreation badge |

HEAD INJURIES & CONCUSSION PROTOCOL

- Remove player immediately if a **head injury or concussion** is suspected.
- **Do not return them to play** unless cleared by a medical professional.
- Notify the parent/guardian.
- File a **Head Injury/Incident Report** with Recreation staff.
- Follow CDC "Heads Up" concussion guidelines.

POST-INCIDENT PROCEDURE

- All injuries or safety issues must be **reported to Hoboken Recreation**.
- Incident reports should be submitted within **24 hours**.
- Recreation staff will follow up with families or medical providers as needed.

FIELD ACCESS INFO

Address: 1600 Park Avenue, Hoboken, NJ

Entrances:

- Main pedestrian entrance: 16th Street between Park Ave & Willow Ave
- Emergency vehicle access: via 16th Street – must remain clear at all times