

Emergency Action Plan (EAP) – 1600 Park Field

Location: 1600 Park Avenue, Hoboken, NJ

Applies to: All Hoboken Recreation Sports Activities at 1600 Field

IMMEDIATE ACTION -- LIFE-THREATENING EMERGENCY

In the event of a **serious injury, medical emergency, or life-threatening situation:**

1. **Call 911 immediately**
 - Provide the dispatcher with:
 - 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 (e.g., fire, electrical hazard).
4. **Clear the area around the injured person.** Keep all non-essential personnel (players, parents) back.
5. **Administer first aid or CPR** if trained and necessary, until help arrives.

AED Location:

Outside the gate on the restroom building, NE co

MINOR INJURIES

- Provide basic first aid (bandages, ice packs, etc.) found in first-aid kit issued to all coaches. If coach does not have a first aid kit, please check with field monitor
- Every Field monitor will have a first aide bag at the field
- Recreation staff or field monitor can assist if needed.
- Notify the child's parent/guardian promptly.
- Fill out an Incident Report (available from Recreation staff or field monitor).

WEATHER & FIELD CONDITIONS

Lightning or Thunder:

- **Clear the field immediately** at the first sound of thunder or sight of lightning.

- Follow the **30/30 Rule**: Wait at least **30 minutes** after the last thunderclap before returning to the field.
- Seek shelter in **cars** or nearby covered areas. **Do not shelter under trees or open tents.**

Unsafe Field Conditions:

- If the field is unsafe (e.g., flooding, exposed equipment), cancel play.
- Field monitors or Recreation staff have the authority to suspend or cancel games.
- Communication about cancellations or delays will go through TeamSnap.

IMPORTANT CONTACTS

Role	Contact
Emergency Services	911
Hoboken Recreation Office	(201) 420-1334
Hoboken Police (non-emergency)	(201) 420-2100
Field Monitor (on-site)	On-Site

HEAD INJURIES & CONCUSSION PROTOCOL

- Remove player from play, 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 & DIRECTIONS

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