Subj: **Patrick Henry High School NJROTC Pre-Mishap Plan**

Ref: (a) NETCINST 1533.9K

1. This **Pre-Mishap Plan** has been developed as required by reference (a) **and** is for use at Patrick Henry High School or where ever an event where arduous or potentially high-risk activities occur. A copy of the Plan will be taken to all Patrick Henry High School NJROTC events.

2. Training related injuries requiring medical treatment administered by a physician or by registered professional personnel under the orders of a physician, are to be reported to the NJROTC AREA Manager, Area Five using enclosure (1). “Medical Treatment” does not include one-time treatment and subsequent observation of minor scratches, cuts, burns, splinters and similar minor first aid treatment which does not ordinarily require medical care.

3. **Procedures.**

a. **Administer First-Aid treatment immediately** if necessary.

 b. **Get medical attention.** Contact the School Nurse in the High School Clinic, phone 365-8015 and inform the medical staff of the problem and follow their advice. Do not move the Cadet if they have a head or back injury unless the medical staff tells you to do so.

 c. **Call the High School Office** at **365-8000** and inform the Administration of the situation and ask for assistance. The staff will notify the appropriate medical and staff personnel.

 d. If unable to contact the nurse or, if you are not on school property, **contact the Hanover County Fire/Rescue Department at 911** or call the **Operator** for assistance. If necessary, Cadets may be taken to the nearest civilian or military medical facility. **All Cadets** are coveredeither by School Accident Insurance, private insurance, or are military dependents who are covered under the TRICARE program.

 e. **Inform the High School Principal or the Assistant Principal** as soon as possible.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Position** | **Cellphone** | **Home** |
| Dr. Wanda Bibb | Principal | 804-221-7219 | 804-277-8158 |
| Ms. Estelle Dericott | Assistant Principal | 804-513-0759 | 804-883-7301 |
| Dr. Brian Maltby | Assistant Principal | 804-909-7417 | none |
| Mr. Les Cook | Assistant Principal | 804-304-6946 | 804-752-5982 |

f. **Notify the Parents** of the injured Cadet. Recall list.

 g. **Contact the NJROTC Area Manager,** during working hours at **757-445-2222/20** or after work at **757-375-3973**, and brief him on the situation. If necessary, he may advise you to contact the **NJROTC Program Manager** in Pensacola, Florida at **1-850-452-9487** or the **NETC Duty Officer** at **1-850-452-4010.** If unable to contact the Area Manager, call the NJROTC Program Manager or CNET Duty Officer.

These school personnel and members of the Physical Education Department, are **First-Aid and CPR qualified:**

  **School Nurse Athletic Trainer**

 Colleen Daugherty, RN Chris Garrett

 804-365-8015 804-349-4574

 **All Physical Education Teachers**

 Male Coaches Office: 365-8031

 Female Coaches Office: 365-8030

 Auxiliary Gym Office: 365-8032

**First-Aid Kits** are located:

 NJROTC OFFICE, Patrick Henry High School

 Nurses Clinic, Patrick Henry High School

Main Office, High School Patrick Henry High School

 Coach’s Office, Patrick Henry High School

Trainers Officer, Patrick Henry High School

**Fire Alarms and Extinguishers** are located in the school hallways and near the stairwell on each floor.

 i. All Administrators, Physical Education Teachers, Custodian Staff, the School Resource Officer, several other key personal and the Senior Naval Science Instructor have a radio and can instantly be contacted if needed.

 j. **NJROTC Safety Report.** Submit the NJROTC Safety Report to NETC, with a copy to the NJROTC Area Manager, as soon as possible.

 **James M. Head**

 **LT USN (ret)**

 **Senior Naval Science Inst.**

Copy to :

Principal PHHS

Area Manager, NJROTC Area 5

NETC REPORT 5100 Series

# NJROTC Safety Report

## NJROTC Unit: Patrick Henry HS UIC: 4238A

**Date and time of Incident**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Location/Description of occurrence:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Description of medical treatment provided:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Action taken to prevent recurrence:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Any press interest:**

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Naval Science Instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

Form 5100/2 (10/03)