



# BELVIDERE PARK DISTRICT SEIZURE ACTION PLAN

(Updated 3/25)

Date Plan is Effective: \_\_\_\_\_ thru \_\_\_\_\_ and will be revisited on an annual basis.

**This patron has a seizure disorder. The information below should assist you if a seizure occurs during program hours.**

Patron's Name

Date of Birth

Parent/Guardian

Phone

Cell

Other Emergency Contact

Phone

Cell

Treating Physician

Phone

Significant Medical History

## Seizure Information

Seizure Type	Length	Frequency	Description

Seizure triggers or warning signs:

Patron's response after a seizure:

## Basic First Aid: Care & Comfort

Please describe basic first aid procedures:

Does the patron need to leave the program activity during a seizure? ☐ Yes ☐ No  
If YES, describe process for returning student to the activity:

## Basic Seizure First Aid

- Stay calm & track time
- Keep patron safe
- Do not restrain
- Do not put anything in mouth
- Stay with patron until fully conscious
- Document seizure

## Emergency Response

A "seizure emergency" for this patron is defined as:

**Seizure Emergency Protocol**  
(Check all that apply and clarify below)

- ☐ Call 911 for transport to \_\_\_\_\_  
☐ Notify parent or emergency contact  
☐ Notify doctor  
☐ Other \_\_\_\_\_

## BPD Emergency Seizure Procedure

**911 is generally called when:**

- Patron is not known to have seizures -or- no Seizure Action Plan (SAP) is on file.
- Convulsive seizure lasts longer than 5 minutes and an SAP is on file.
- Patron has repeated seizures without regaining consciousness.
- Patron is injured or has diabetes.
- Patron has breathing difficulties.
- Patron has a seizure in water.
- A staff is uncomfortable with the situation.

## Treatment Protocol During Program Hours (include daily and emergency medications)

Emerg. Med ✓	Medication	Dosage & Time of Day Given	Common Side Effects & Special Instructions

Does patron have a Vagus Nerve Stimulator? ☐ Yes ☐ No If YES, describe magnet use:

## Special Considerations and Precautions (regarding activities, sports, trips, etc.):

Describe any special considerations or precautions:

Physician Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Patron/Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please review and sign the policy on the reverse side of this form.**

## Belvidere Park District Protocol for Activating EMS for a Seizure

The EMS (911) System will be immediately activated if Staff is unfamiliar with a patron, is unsure if the patron has been previously diagnosed or is being medically treated for a seizure disorder, or there is no Seizure Action Plan (SAP) on file.

If the patron is known to be prone to seizures, being medically treated for seizures, and has a SAP on file, staff will not activate EMS and follow the SAP, unless:

- The seizure lasts longer than 5 minutes (a medically accepted time frame for patrons who are seizure prone).
- Another seizure begins soon after the first.
- The patron does not regain consciousness after the convulsions have stopped.
- The patron is pregnant.
- The patron has diabetes.
- The patron has a medical alert tag or diabetic alert tag.
- The patron appears injured.
- The patron has swallowed excess amounts of water.
- **Staff is uncomfortable with the situation.**

Patrons who have a seizure during program hours will be restricted from any entry into the water for the remainder of the program.

If a minor patron, the occurrence of a seizure will be reported to the patron's parent/guardian and documented on the Seizure Log.

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***I have read and understood the Belvidere Park District Protocol for Activating EMS for a Seizure.***

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Patron (or Parent/Guardian) Name – Please Print

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Signature of Patron (or Parent/Guardian)

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Date