

Football PAC Checklist

Pregame Administrative Conference

PAC Participants

- ☐ Principal (or designee) from both schools
- ☐ Referee and designee
- ☐ Security staff from both schools
- ☐ Medical personnel from both schools

PAC Time

- ☐ No later than 45 minutes before kickoff

1. Introductions

- ✓ Name, title/responsibility
- ✓ Location during game
- ✓ Identification of game day site manager responsible for administration of athletic contest ★

2. Security

- ✓ Chain of Command
- ✓ Private/secure location for PAC participants to meet if catastrophic event
- ✓ Emergency protocol
- ✓ Officials' pre, during, and postgame escort (*including to and from dressing facilities and parking lot*) ★

3. Medical

- ✓ Home and visiting team locations during the game
- ✓ Name/location of both school's licensed athletic trainers and/or appropriate healthcare professionals ★
- ✓ AED, Bleeding Control Kits and EMS locations (*What if EMS leaves event?*)
- ✓ Concussion protocol
- ✓ Typical injury response scenarios (*"what if" discussion*)

4. Pregame/ Starting/ Halftime Procedures

- ✓ When teams will enter the field
- ✓ Time of coin toss, national anthem, other music, prayer, moment of silence, presentations
- ✓ Times, length of halftimes

5. Weather

- ✓ Lightning detector (*location and staff – ideally home team's licensed AT – designated to monitor/document*) ★
- ✓ Heat/humidity timeouts ★
- ✓ Suspension of play procedures



★ LHSOA Required Info

