

Taylor High School/Three Rivers Campus Athletics/Athletic Training

EMERGENCY ACTION PLAN

Emergency Action Plan Personnel

1. Certified Athletic Trainer (ATC)
2. Team Physician
3. Athletic Director and/or Site Supervisor
4. EMS/Fire/Police
5. Head Coach (of team on site)
6. Facilities Manager/School Resource Officer

Emergency Communication

1. When calling 911, provide the following information to the operator:
 - a. "Hello, my name is _____. I am calling from _____ and I need emergency medical personnel to report to _____. They can enter at _____ and meet _____. We have an injured athlete with _____ (describe injury/medical emergency/etc.)
2. If the ATC is not present, call the AT on her cell phone -
Lauren White, AT: 513-505-4497
Betsy Bonifas, AT: 513-607-6772
 - a. Explain situation
 - b. Give location of injured athlete
 - c. Stabilize athlete until ATC and/or EMS arrive
3. If EMS is called during a game/competition, call or send someone to notify the site supervisor that EMS is en-route to the site. The site supervisor will then notify the School Resource Officer or other security personnel that EMS is en-route to the site.
4. If the student-athlete's parents are not on site, call the parent/guardian to inform them of the situation.
5. If not already present and/or notified, call the Athletic Director as soon as possible to inform him of the situation.

Larry Herges, AD: 513-550-0243

Emergency Equipment

1. Automatic External Defibrillator (AED) – An AED will be kept with the athletic trainer at all times. It will be either on her person/with her other equipment on the sidelines or can be found in her office. The athletic director also has an additional AED in his office. Additional AEDs can be found within Taylor High School/Three Rivers Campus in the athletics hallway corridor and in the competition gymnasium lobby. There is also an AED located in the garage next to the bleachers at the stadium.
 - a. If the AED is needed during an emergency situation and the ATC is not at the site of the emergency, the ATC should be called to bring the AED to the emergency site. If the AED is needed during an emergency and the ATC is not on campus, the AED should be retrieved from one of the designated locations within Taylor High School/Three Rivers Campus.

- b. ONLY trained persons that have successfully completed an approved CPR and AED training program within the last two years AND have a current successful course completion card should use the AED. Please see the Three Rivers Local School District's AED policy for further information regarding AED usage within the school district.
2. Phones – Landlines or cell phones should be used in the case of an emergency. Designated personnel should alert EMS and give necessary information.
 3. Radios – Radios will be used as needed during sporting events. Only designated personnel will receive radios. In case of an emergency, radios should only be used to ensure the emergency action plan is being followed.
 4. Immobilization – Immobilization equipment (spine board, neck braces, etc.) will be provided by EMS once they arrive and used as needed.
 5. Airway Equipment – emergency pocket facemasks are available in medical kits and within the athletic training room.
 6. Equipment/Helmet Removal – A mechanical drill will be kept with the ATC's equipment on the sidelines or within the athletic training room in case of an emergency.
 - a. The ATC/team physician will direct if the removal of a facemask/helmet is necessary. Proper head/neck stabilization will be sustained if the helmet/facemask is removed.

Action Plan

1. Ensure that the scene is safe.
2. Check airway, breathing, circulation, severe bleeding, and level of consciousness.
 - a. If no pulse: Call 911, begin CPR, and send someone to retrieve the AED.
 - i. Once the AED arrives and proper personnel are present to use, stop CPR and begin use of AED. Follow prompts for proper protocol.
 - b. If no breathing: Call 911, begin rescue breathing, and send someone to retrieve the AED.
3. Continue with AED/CPR and/or rescue breathing until EMS arrive to take over.
4. If a cervical/spinal cord injury is suspected, maintain cervical stability/stabilize the spine until EMS arrives and properly immobilizes/stabilizes the athlete for transport.
 - a. If the athlete is prone (on stomach) and still breathing, they should NOT be moved into a supine (on back) position. If conscious, the athlete should just be advised to remain still while their cervical spine is stabilized until EMS arrives.
5. If a concussion is suspected and the athlete is conscious, immediately remove the athlete from play/practice. He/she will NOT under any circumstances be allowed to return to play on the same day.
6. If the ATC is not present, call her on her cell phone at
Lauren White, AT: 513-505-4497
Betsy Bonifas, AT: 513-607-6772
7. Render first aid until ATC and/or EMS arrive
8. Designate a “gate keeper” to unlock any gates and/or doors that may need to be open for EMS personnel and/or vehicles.

9. Designate a person(s) to flag down EMS and point in the right direction to the emergency site.
10. Designate a person(s) to control traffic and keep back spectators and other student-athletes.

Medical Emergency Transportation

1. EMS will transport the student-athlete to the nearest hospital unless the ATC, team physician, and/or family member prefer another hospital.
2. If a parent/guardian of the student-athlete is not on site, a coach or member of the school personnel will go along with the student-athlete to the hospital.

If extreme heat exhaustion/heat stroke is suspected:

1. Remove equipment/excess clothing. Move to shade.
2. Immerse athlete into cold ice water tub, stir water.
*If no tub: cold shower or rotating cold wet towels over the entire body
3. Monitor vital signs.
4. Cool First, Transport Second.
 - a. Cool until rectal temperature reaches $\leq 102^{\circ}\text{F}$ if MD is available.
 - b. If no medical staff, cool until EMS arrives.

Guide for Proper Emergency Protocol

Responsibility	Performed By (Title)	Assigned To:
First Aid/CPR	ATC/Coach/EMS	
Call 911	Coach/AD	
Notify Parents	Coach/Asst. Coach/AD/Other Parents	
Medical Kit/Splints	ATC/Coach	
Unlock Gates/Doors	AD/Asst. AD/Facilities Mgr.	
Crowd Control	AD/Asst. AD/Facilities Mgr.	
Guide EMS	AD/Asst. AD/Asst. Coaches/Facilities Mgr.	
Belongings	Other Student-Athl/Sibling/Parents	
Ride to Hospital	Asst. Coach/Parents	
Gather Team	Team Captain/Coach	
Documentation	Coach/ATC/AD	

**All responsibilities should be assigned to at least 2 people in case someone is not present/they are the one involved.

Each COACH IS REQUIRED to keep a copy of this Emergency Action Plan as well as a copy of each student-athletes' and coaches' Emergency Medical Form with them at all times.

EMS Access for Specific Venues

1. **Taylor High School Basketball Gymnasiums (Competition and Aux Gyms)**

Located within Taylor High School. EMS will come in off of Cooper Ave. and drive along the left side of the building to the “Event Entrance.” EMS should enter the building through doors and proceed into the gymnasium.

The closest AED is located in the athletics hallway and/or the ATC’s office at the north end of the building. If the ATC is present courtside, she will have the AED with her medical equipment.

2. **Taylor High School Athletic Locker Rooms**

The locker rooms are located in the athletics hallway at the north end of the building. EMS should enter off of Cooper Ave., drive all the way back around to the north end of the building where they can enter directly into the athletics hallway.

The closest AED is located hanging in the athletics hallway and/or the ATC’s office at the north end of the building.

3. **Taylor High School Football/Track Stadium**

Located on the west side of Three Rivers’ campus. EMS can access the field through the main entrance located on Cooper Ave. can enter the field area at any of the open gates. During an emergency someone will be assigned to stand at the designated gate and “flag down” incoming EMS vehicles so they may directly access the field and injured person.

The closest AED is located in the athletics storage building within the football/track complex next to the home stands. If the ATC is on site, she will also have an AED with her medical equipment.

4. **Taylor High School Soccer Stadium**

Located on the west side of Three Rivers’ campus, just north of the Football/Track facility. EMS can access the field through the main entrance located on Cooper Ave. EMS can enter the field area at any of the open gates. During an emergency someone will be assigned to stand at the designated gate and “flag down” incoming EMS vehicles so they may directly access the field and injured person.

The closest AED is located in the athletics storage building within the football/track complex next to the home stands. If the ATC is on site, she will also have an AED with her medical equipment.

5. **Three Rivers Campus Football/Soccer Practice Fields**

Located at the far north end of the Three Rivers’ campus. EMS can access the fields through the main entrance and parking lot off of Cooper Ave. EMS should drive along the left side of the building until it dead-ends at the fields.

The closest AED is located in the athletics hallway and/or the ATC’s office at the north end of the building.

6. **Taylor High School Wrestling Room**

Located at 691 N. Miami Ave. Cleves, OH 45002

There are 2 doors on the front of the building, one facing the street and one next to the loading dock. There is also a back door. Emergency crews can park anywhere in the lot to access the building. During an emergency someone will be assigned to stand at the door to “flag down” incoming EMS vehicles and help them directly access the room and injured person(s).

There is an AED on site.

7. **Taylor High School/Three Rivers Baseball Field**

Located at Miami Township West Park – 4063 East Miami River Road.

EMS should take N. Miami Ave to where it becomes East Miami River Road.

The park and its entrance will be on the left side of the road. The home field for Taylor High School games is the main field located farthest south by the concessions building and closest back to the Three Rivers Educational Campus. There is a paved path off of the parking lot EMS should take until they get to the field (on the left). If we need to get the squad directly on the field, there is a gate entrance down the left field line by the scoreboard. During an emergency someone will be assigned to stand at the entrance to the park as well as the designated gate to “flag down” incoming EMS vehicles and help them directly access the field and injured person(s).

There is no specified AED on site. ATC will be present at all home high school competitions and will have an AED with her medical equipment.

8. **Taylor High School/Three Rivers Softball Field**

Located on the west side of Three Rivers’ campus, directly behind the Football/Track stadium. EMS can access the field through the main entrance located on Cooper Ave. They will enter through the double gates at the front of the football/track stadium and continue through back to the softball field. During an emergency someone will be assigned to stand at the designated gate and “flag down” incoming EMS vehicles so they may directly access the field and injured person(s).

The closest AED is located in the athletics storage building within the football/track complex next to the home stands. If the ATC is on site, she will also have an AED with her medical equipment.

Inclimate Weather/Lightning Policy

The responsibility for terminating an athletic activity in the event of lightning, severe weather, and/or storms lies with the Athletic Director and the Athletic Trainers. If a coach and/or game official(s)/umpire(s) make the decision to continue to practice and/or continue with a game or other activity despite seeing lightning/hearing thunder, receiving a National Weather Service Severe Weather Warning, and/or receiving verbal instructions by the AD or ATC, they will be doing so against the recommendations of the Taylor Athletics Department, and will be personally liable for any and all injuries.

ATCs and/or AD will monitor and watch for lightning/listen for thunder. ATCs and/or AD will also monitor local weather radar and media outlets for severe thunderstorm, tornado, and/or other severe weather watches / warnings.

If lightning and/or thunder are detected, all game/practice activities are to cease IMMEDIATELY, and ALL personnel are to evacuate to a safe structure or location.

- A safe structure or location is defined as- “any sturdy, fully enclosed, substantial, and frequently inhabited building that has plumbing and/or electrical wiring that acts to electrically ground the structure”.
- In the absence of a sturdy, fully enclosed, substantial, and frequently inhabited location as described above, a secondary structure such as a fully enclosed vehicle with a hard metal roof, rubber tires, and completely closed windows can provide a measure of safety. Persons should not touch the sides of the vehicle! Convertible and “soft-top” vehicles, and golf carts do not provide a high level of protection and cannot be considered safe from lightning.
- Persons should avoid taking showers and using plumbing facilities (including indoor and outdoor pools, whirlpools, Jacuzzis, and hot tubs) and land-line telephones during a thunderstorm.
- If no safe structure or location is within a reasonable distance, personnel should find a thick grove of small trees surrounded by taller trees or a dry ditch. Everyone should assume the “lightning-safe” position- a crouched position on the ground with the feet together, weight on the balls of the feet, head lowered, and ears covered. **DO NOT LIE FLAT!** Minimize the body’s surface area and minimize contact with the ground.
- If unable to reach safe shelter, persons should stay away from the tallest trees or objects (i.e. light poles, flag poles, etc.), metal objects (i.e. fences, bleachers, etc.), individual trees, standing pools of water, and open fields. Persons should avoid being the highest object in an open field.
- In situations where thunder and/or lightning may or may not be present, yet someone feels his/her hair stand on end and skin tingle, **LIGHTNING IS IMMINENT!** Therefore, all persons should assume the “lightning-safe” position as described above.
- A cellular and/or portable remote phone is a safe alternative to land-line phones, if the person and the antenna are located within a safe structure or location, and if all other precautions are followed.
- All individuals should have the right to leave a site or activity, without fear of repercussion or penalty, in order to seek a safe structure or location if they feel that they are in danger from impending lightning activity.

Criteria for Returning to Practice/Game Area

- Personnel should not return to the practice/game area until thirty (30) minutes have passed since the last lightning flash or the last sound of thunder
- Each time lightning is observed and/or thunder is heard, the “30-minute clock” is to be reset.
- Blue skies in the local area and/or a lack of rainfall are not adequate reasons to breach the 30- minute return-to-play rule. Lightning can strike up to ten (10) miles away from the rainshaft of a storm.
- Because lightning-strike victims do not remain connected to a power source, they do not carry an electric charge. Therefore, it is safe to touch the victim to move him/her to a safe location and to render medical treatment.
- During an ongoing thunderstorm, lightning activity in the local area still poses a deadly hazard for personnel responding to the victim. Personnel should consider his/her own personal safety before venturing into a dangerous situation to render care.
- The first priority of personnel is to move the lightning strike victim to a safe location.
- Prompt, aggressive CPR has been highly effective for the survival of victims of lightning strikes. Therefore, it is critical that CPR and AED use is initiated as soon as safely possible.
- Lightning strike victims should be evaluated and treated for hypothermia, shock, fractures, and burns as well.

NovaCare Rehabilitation/Select Medical **Head Injury Information**

The following comes directly from the Notification and Home Instructions documentation that is filled out and given to every student athlete who suffers a head injury and is evaluated by the athletic training staff.

DEFINITION of a CONCUSSION: a concussion is a disturbance in brain function. A concussion may occur from a direct blow to the head, a blow to the body, or a fall without direct contact to the head. Signs and symptoms can occur immediately following or several hours after the head injury. No concrete timeline can be given for full recovery, and each concussion is treated on a case-by-case basis. Previous medical history can be a major factor in recovery.

Instructions during the first 24 hours following head injury:

- Check the athlete every 2-3 hours. Look for normal breathing or anything out of the ordinary for your athlete.
- DO NOT take any type of medication for the symptoms you are currently experiencing
- Refer to Emergency Room if the athlete has a change in mental status, acts in uncharacteristic way or starts vomiting
- Limited use of computers, TV, phone, texting or other visual devices unless symptoms - 24 hour quiet period recommended.
- Driving is not recommended unless symptoms resolve
- Refrain from ANY physical activity until you are cleared by a trained/qualified health care professional
- It is okay for the athlete to sleep as long as they have had something to eat and drink without vomiting; having normal conversation; not experiencing an increase in symptoms and have been awake for 4 hours prior
- Parent should contact the school nurse prior to returning to school

Return to Activity/Play Progression

- Must be asymptomatic for 24 hours of normal activity (school and/or homework, not physical activity) Only after that can student athlete begin the return to play under the supervision of the athletic trainer or other healthcare provider.
 - Stage 1 - Light physical activity for 20 min
 - Stage 2 - Moderate physical activity for 20-30 min
 - Stage 3 - Non Contact drills/agility/sports specific activities for 30-45 minutes
 - Stage 4 - Full practice or participation with NO CONTACT
 - Stage 5 - Full practice or participation with contact
 - Stage 6 - Full return to activity

**Any return of symptoms warrants returning to the previous asymptomatic stage. If symptoms return during the advance to the next stage more than once, further medical attention/evaluation will be suggested.

Should an athlete seek further medical attention outside of seeing the athletic training staff at school or go to their own doctor for evaluation, a signed note from that doctor will need to be given to the athletic training staff noting that the athlete is under that specific doctor's care for a head injury. Note will be required specifying any limitations or restrictions and that doctor will need to be the one to sign off clearing the athlete for return to full participation.

Taylor High School/Three Rivers & **NovaCare Rehabilitation/Select Medical** **Heat Policy**

Betsy, Larry, and Lauren have a digital temperature heat monitor that allows us to determine the actual heat index on location. **One of us will check the temperatures with said monitor and communicate if there need to be any changes to practices/games.**

Under 95 degrees Heat Index—

- Optional water breaks every 30 minutes for 10 minutes in duration to allow hydration as a group
- Watch/monitor athletes carefully for necessary action.
- Re-check temperature and humidity every 30 minutes if temperature rises in order to monitor for increased Heat Index.

95 degrees to 99 degrees Heat Index—

- Water shall always be available and athletes shall be able to take in as much water as they desire.
- **Mandatory water breaks every 20-30 minutes. Try to allow for rest in a shaded area during this time.**
- Watch/monitor athletes carefully for necessary action.
- Helmets and other equipment should be removed when athlete not directly involved with competition, drill or practice and it is not otherwise required by rule.

Notes: Reduce time of outside activity. Consider postponing practice to later in the day. Re-check temperature and humidity every 30 minutes to monitor for increased Heat Index.

100 degrees to 104 degrees Heat Index—

- Water shall always be available and athletes shall be able to take in as much water as they desire.
- **Mandatory water breaks every 10-15 minutes. Try to allow for rest in a shaded area during this time.**
- Have towels with ice for cooling of athletes as needed.
- Watch/monitor athletes carefully for necessary action.
- **Alter uniform by removing items if possible and permissible by rules.**
- **Reduce time of outside activity as well as indoor activity if air conditioning is unavailable.**
- Postpone practice to later in day.
- **If helmets or other protective requirement are required to be worn by rule or normal practice, suspend practice or competition immediately.**

Note: Re-check temperature and humidity every 30 minutes to monitor for changes in Heat Index.

Above 104 degrees Heat Index—

- **Stop all outside activity in practice and/or play, and stop all inside activity if air conditioning is unavailable.**

FYI***There is to be ABSOLUTELY NO EXTRA RUNNING/CONDITIONING when the heat index is above 100 degrees and there should be extreme caution taken with very limited extra running/conditioning when the heat index is within the 95-99 degree range.**

Heat Index Calculation and Chart Temperature (in Fahrenheit)

	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99		
100	84	87	91	95	99	103	107	112	116	121	126	132	137	143	149	155	161	168	174	181	188		
99	84	87	91	94	98	102	106	111	116	120	125	131	136	142	147	153	160	166	172	179	186		
98	84	87	90	94	98	102	106	110	115	120	124	130	135	140	146	152	158	164	171	177	184		
97	84	87	90	94	97	101	105	110	114	119	124	129	134	139	145	151	157	163	169	176	182		
96	83	87	90	93	97	101	105	109	113	118	123	128	133	138	144	149	155	161	167	174	180		
95	83	86	90	93	97	100	104	108	113	117	122	127	132	137	142	148	154	160	166	172	179		
94	83	86	89	93	96	100	104	108	112	116	121	126	131	136	141	147	152	158	164	170	177		
93	83	86	89	92	96	99	103	107	111	116	120	125	130	135	140	145	151	157	162	169	175		
92	83	86	89	92	95	99	103	106	111	115	119	124	129	133	139	144	149	155	161	167	173		
91	83	86	89	92	95	98	102	106	110	114	118	123	127	132	137	143	148	154	159	165	171		
90	83	86	88	91	95	98	102	105	109	113	117	122	126	131	136	141	147	152	158	164	170		
89	83	85	88	91	94	98	101	105	109	113	117	121	125	130	135	140	145	151	156	162	168		
88	83	85	88	91	94	97	101	104	108	112	116	120	125	129	134	139	144	149	155	160	166		
87	83	85	88	91	94	97	100	104	107	111	115	119	124	128	133	138	143	148	153	159	164		
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62	81	82	83	85	86	88	90	92	94	96	98	101	103	106	109	112	115	118	121	125	128		
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58	81	82	83	84	85	87	89	90	92	94	96	99	101	103	106	109	111	114	117	120	124		
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56	80	81	83	84	85	86	88	90	92	93	95	98	100	102	105	107	110	113	115	118	122		
55	80	81	82	84	85	86	88	89	91	93	95	97	99	101	104	106	109	112	114	117	120		
54	80									11	93	94	96	99	101	103	106	108	111	114	116	119	
53	80									10	92	94	96	98	100	103	105	107	110	113	116	118	
52	80									10	92	94	96	98	100	102	104	107	109	112	115	117	
51	80									10	91	93	95	97	99	101	104	106	108	111	114	116	
50	80									9	91	93	95	97	99	101	103	105	108	110	113	115	
49	80									9	91	92	94	96	98	100	102	105	107	109	112	115	
48	80	81	81	82	83	84	85	86	87	88	89	90	92	94	96	97	100	102	104	106	109	111	114
47	80	81	81	82	83	84	85	86	87	88	89	90	92	93	95	97	99	101	103	105	108	110	113
46	80	80	81	82	83	84	86	87	88	89	90	91	93	95	96	98	100	103	105	107	109	112	
45	80	80	81	82	83	84	85	87	88	89	91	92	94	96	98	100	102	104	106	109	111	114	
44	80	80	81	82	83	84	85	86	88	89	91	92	94	96	97	99	101	103	106	108	110	113	
43	79	80	81	82	83	84	85	86	87	89	90	92	93	95	97	99	101	103	105	107	109	111	
42	79	80	81	82	83	84	85	86	87	88	90	91	93	95	96	98	100	102	104	106	109	111	
41	79	80	81	82	83	84	85	86	87	88	90	91	93	94	96	98	100	101	104	106	108	110	
40	79	80	81	81	82	83	84	85	87	88	89	91	92	94	95	97	99	101	103	105	107	109	
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35	79	80	80	81	82	83	84	85	86	87	88	89	90	92	93	95	96	98	100	102	104	106	
34	79	79	80	81	82	82	83	84	85	86	88	89	90	92	93	94	96	98	99	101	103	105	
33	79	79	80	81	82	82	83	84	85	86	87	89	90	91	93	94	96	97	99	101	102	104	
32	79	79	80	81	81	82	83	84	85	86	87	88	90	91	92	94	95	97	98	100	102	104	
31	79	79	80	81	81	82	83	84	85	86	87	88	89	91	92	93	95	96	98	99	101	103	
30	79	79	80	80	81	82	83	84	85	86	87	88	89	90	92	93	94	96	97	99	101	103</	