

**WYANDOTTE PUBLIC SCHOOLS**  
**PROCEDURES**  
Cardiac Emergency Response Plan

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**2000.07**

**Introduction**

This regulation was adopted to comply with 2014 PA 12. Sudden cardiac arrest is the sudden, unexpected loss of heart function, breathing and consciousness. Sudden cardiac arrest is a medical emergency.

**Equipment**

The District will purchase and maintain a sufficient number of automated external defibrillators (AEDs) so that an AED is available on school grounds within three minutes of a sudden cardiac arrest at school. AEDs will be purchased from or through a supplier listed on the Michigan Department of Education's (MDE) list of Approved Providers for First Aid and CPR. Each building principal will be responsible for: notifying his or her supervisor when a sufficient number of AEDs are not available or not in working order; and informing staff members where AEDs are located. Each building principal will be responsible for posting the location of AEDs in a public place in the office and in the teachers' lounge.

**Training**

The District will be responsible for securing and arranging the necessary training from or through a supplier listed on MDE's List of Approved Providers for First Aid and CPR. Each building principal will be responsible for informing all school staff members of the identities of trained staff members and informing his or her supervisor if the number of trained staff members falls below the requirements of these procedures. The building principal will be responsible for conducting at least one cardiac emergency response drill per year.

**Emergency Response Team**

Each school's cardiac emergency response team will consist of the building principal, or his or her designee, any trained or untrained staff member who observes any person who may be experiencing sudden cardiac arrest at school, and any trained or untrained staff member who is notified, as required by these procedures, that any person may be experiencing sudden cardiac arrest at school.

**Required Actions.**

An untrained staff member who observes a student or other person who may be experiencing sudden cardiac arrest at school must immediately: call 911 and notify the operator of the victim's name, sex, age or approximate age, condition, and location; notify the office; notify a trained staff member; and, retrieve the nearest AED.

A trained staff member who observes a student or other person who may be experiencing sudden cardiac arrest at school must immediately: call 911 (and report to

**Effective Date: December 16, 2019**

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the operator as described above); notify the office; and attend to the victim according to his or her training.

Building administrators, upon observing or being notified that a student or other person may be experiencing sudden cardiac arrest at school, must immediately: call 911 (and report to the operator as described above); secure the emergency card (in the case of a student); report to the scene of the emergency with an AED and any medication prescribed for the student; and, attend to the victim according to their training. The building principal must notify the family of any student who may have experienced a sudden cardiac emergency at school.

All staff members are responsible for removing students from the area of the emergency and taking steps to provide for their appropriate supervision.

**Report.** The building principal must report all incidents of suspected sudden cardiac arrest, in writing, to the Superintendent or his or her designee.

**MI HEARTSafe School Award Program.** Building principals may apply for, obtain, and maintain designation as a MI HEARTSafe School.