

## FIRST AID AND EMERGENCY CARE

Code **JLCE** Issued **3/13**

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Purpose: To establish the basic procedure for the administration of first aid and emergency care.

The principal's designee will be responsible for providing emergency services in case of injury to, or sudden illness of, a child or staff member.

Each school will develop procedures for the proper handling of such emergencies. The administration will distribute these procedures to the staff.

The procedures will include the following requirements.

- The school nurse or another trained person will be responsible for administering first aid.
- The school will notify the student's parent of the student's illness or injury. The school will request that the parent make appropriate arrangements for the student's care.
- If the school cannot contact the parent immediately when a very serious accident occurs or when a child becomes alarmingly ill, the school will summon medical service or an ambulance to take the child to the appropriate medical facility. Schools will notify the parent as soon as possible.
- Schools will administer first aid/emergency care and the routine delivery of health services to students according to the procedures specified in the Health Services Procedures manual or other appropriate document.

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