

FIRST AID AND EMERGENCY MEDICAL CARE

1. The principal, or in the absence of the principal a designee in the school, will be responsible for appropriate action being taken in an emergency.
 - a. The principal will name a person to act in their absence.
 - b. The principal will inform all staff members of the designee's appointment.
2. Where immediate medical attention or preventative immobilization seems advisable, the first priority will be to provide emergency medical assistance.
 - a. The person responsible will immediately inform the principal or designee that any injury has occurred. After such notification, the principal or designee will be responsible until the student comes under direct supervision of the parent/guardian or emergency health personnel.
 - b. Using common sense and prudent judgment, the principal or designee will immediately evaluate the extent of the injury. The student's emergency record should be accessed to identify pertinent medical information.
 - c. The principal or designee will decide immediately who must be notified - parent, physician, nurse, and ambulance. Where there is doubt about the extent of injury or delay in the contacting or arrival of the parent, physician or nurse, the ambulance should be called immediately.
 - d. If the ambulance is called first, the principal or designee should notify the parent or emergency contact person noted on the student's emergency record.
 - e. The nurse may conduct the examination of the student, secure emergency medical assistance and notify parents. The principal or designee should take appropriate actions if the nurse is not immediately available.
3. Each school will have at least one current emergency telephone number to contact a parent or responsible party.
4. At least one person in each school trained in emergency first aid will be available during the school day. It will be the responsibility of the principal to insure that trained people are available.

General Directives for Illness

1. A student who becomes ill while at school will be seen by the school nurse if possible.
2. If a student must be sent home because of illness, the parent/guardian will be contacted and asked to pick up the child if possible.
3. No elementary student who is ill will be sent home alone.

4. A secondary student who becomes ill will be allowed to leave school unaccompanied by a parent/guardian only if their condition allows for this and the parent/guardian has given approval. The school staff member who speaks with the parent will make written notes indicating the date and time of the conversation, the parent/guardian's name and whether permission was given.

General directives for injuries/severe illness

Minor injury

Minor injuries will be given first aid treatment by school district personnel.

Serious injury or illness (but not threatening to life, limb or digit)

If the student is in pain or requires medical treatment, the student's parent/guardian will be notified to pick up the student from school. No elementary student who is injured or becomes ill will be sent home alone. An injured secondary student will be allowed to leave school unaccompanied by a parent/guardian only if their condition allows for this and the parent/guardian has given approval. The school staff member who speaks with the parent will make written notes, indicating the date and time of the conversation, the parent/guardian's name and whether permission was given.

Severe injury or illness threatening to life, limb or digit

1. If a student sustains a severe injury or illness requiring immediate medical attention, district personnel shall immediately call 911 to notify emergency health personnel.
2. The school principal or designee shall then immediately attempt to contact the parent/guardian to inform them of the status of the student and to request that the parent/guardian proceed to the hospital immediately.
3. School personnel will notify the safety/security department via Thompson School District dispatch as soon as possible.
4. The teacher or other staff member who was responsible for the student at the time of the accident will make out an accident report using the official school form.

Approved April 6, 1988

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