

Any child who appears to be very ill or who has sustained a serious injury should be either sent home or to a physician or hospital as quickly as possible. The principal and school nurse, if available, shall be responsible for making the appropriate decision. In the event the principal or school nurse is not available, the staff member designated by the principal to take charge in emergency situations shall be responsible for the decision.

For a life-threatening emergency (severe bleeding, shock, breathing difficulty, heart attack, head or neck injuries) 911 should be called. The principal, school nurse or responsible designated person shall contact the parent as quickly as possible. If the parent cannot be contacted, emergency number(s) listed on the child's enrollment card should be called. If no one is available to meet the child at the hospital, the school nurse or a designated staff member may follow the ambulance to the hospital and await the student's parent/guardian.

If the illness or injury is not life-threatening, the parent or guardian should arrange transportation. If ambulance service is required, the parent/guardian should call the ambulance or provide permission to the designated school staff to call one.

If the injury is deemed to be minor, the trained staff member should:

- A. Administer first aid to the child as necessary in accordance with standard Red Cross procedure.
- B. Notify the school nurse, principal or responsible designated person. The school nurse may be consulted by phone if not in the building.
- C. Remain with the child until released by the principal, school nurse, responsible person or the parent/guardian.
- D. The school nurse, principal or other responsible person so designated should make the decision whether an ill or injured child who has received first aid should return to class. If there is any doubt, the parent/guardian should be consulted.

If a serious injury occurs during a physical education class or during an athletic team practice or game, emergency procedures shall be conducted as follows:

- A. STOP play immediately at first indication of possible illness or injury.
- B. LOOK for obvious deformity or other deviation from the athlete's normal structure or motion.
- C. LISTEN to the athlete's description of his complaint and how the injury occurred.
- D. ACT, but move the athlete only after serious injury is ruled out.

An athlete with a suspected head, neck or spinal injury should not be moved. If no physician is available, call 911 and proceed with caution according to first aid procedures. For all other injuries, the teacher or coach should avoid moving an athlete who has been hurt. He/she should first attempt to restore life-sustaining functions (e.g. stop bleeding) before considering moving the student.

For all serious injuries, an accident report must be completed by the principal, school nurse or designated staff person or by the Activity or Athletic Director in the case of athletic events, as soon as possible from information provided by the person at the scene of the accident. The written report should include a description of the circumstances of the illness or injury and procedures followed in handling it at school. A copy should be included in the student's file and a copy sent to the Risk Management Office.

School staff may not accept and may not agree to comply with directives to physicians that would withhold or withdraw life-sustaining treatment from students.

Implemented: February 2, 2010 North Thurston Public Schools