

## Student Safety

The Board of Education expects that proper attention will be paid to the safety of pupils on school property during the normal school day, during their participation in school sponsored co-curricular activities on school grounds, and at school functions scheduled away from school property.

It is the responsibility of the principal and teachers to arrange for adequate supervision of students on school property during the normal school day as well as at co-curricular activities sponsored by the school district whether held on or off school property. Special attention should be given to the prevention of accidents and the development of good safety habits.

School staff members shall be given opportunities to develop skills in first aid and CPR. Fargo Cass Public Health will be utilized for expertise in health and safety issues along with other community resources for training in emergency procedures. At least one person shall be available in each school at all times who is trained in first aid and CPR. Appropriately trained staff members shall take all reasonable steps to assist any student on school grounds in need of life-sustaining emergency care. Ambulance assistance will be requested whenever a medical emergency is evident. It is the policy of this school district not to comply with directives from parents or others that life-sustaining emergency care should not be provided to any particular student in need of such care (a "do not resuscitate" order) while under the control and supervision of the school.

In the event that a student is injured at school or at a school-sponsored event, parents will be informed as soon as possible. First aid procedures will be utilized and, in the event of a critical injury, emergency medical personnel will be contacted. For injuries other than emergencies, parents will determine the medical care required for their student. The school district carries no insurance coverage for medical care of students.

The Superintendent has developed these administrative regulations to assure the safety of students. The regulations shall include procedures for handling student injuries.

The safety and well being of the students of the district will be of primary importance to all employees. It is the principal's role to report to the Director of Buildings and Grounds or the Superintendent any situation or condition, which may pose a threat to student safety.

It is the parents' responsibility to supervise students on their way to and from school with the exception of students who ride to school on district provided transportation. Bused students will be subject to the rules and regulations developed for their safety. It is also the parents' responsibility to supply the school office with phone numbers where they can be reached in the event of an emergency, the name of a relative or friend who may be contacted if the parents cannot be reached, and the name of the student's physician.

All accidents that occur on school property should be reported to the principal's office and documented as soon as possible. The principal, or designee, will notify a parent as soon as possible regardless of whether or not the injury is deemed to be serious in nature. In the event a child is injured in school, the teacher, principal, school secretary or staff will administer first aid. If an injury appears serious, the principal, in consultation with the parents, may call 911 for ambulance service or may request that the parent transport the child to their physician of choice. When prompt medical attention is indicated and parents or designated friends or relatives cannot be reached, the physician designated by the parents may be contacted. If an injury appears critical, the principal, or designee, will call 911 immediately and then phone the parents. The principal will ensure that student files contain information on who is to be called in the event of an emergency if parents cannot be reached as well as the name of the student's physician.

If an accident occurs away from school property during a school-sponsored event, the supervisor will follow the above procedures with primary concern for the welfare of the student and then for communication with the parents and principal.

Principals should document the procedures followed in any instance of injury serious enough to require medical attention.

### **School Bus Safety and Accident Procedures**

The safety and welfare of student riders shall be the first consideration in all matters pertaining to transportation. Children shall be instructed as to the proper procedure for boarding and exiting from a school bus and in proper and safe conduct while aboard. All commercial vehicles used to transport children shall be inspected periodically to see that they meet safety regulations. The district and the district's transportation provider shall comply with all state laws and regulations pertaining to the operation of school buses and shall require that the bus contractor make these regulations known to bus drivers.

In the event of a bus accident, the school district's Transportation Coordinator will be contacted as soon as possible. If he/she cannot be reached, the Business Manager or the Superintendent will be contacted. The reporting police officer or bus company will advise the school district as to the number of the bus involved, the location of the accident, and whether or not the accident involves obvious injury. The district's Transportation Coordinator will immediately contact the school or schools and provide the names of students involved.

If the accident is minor in nature and does not involve injury in the opinion of the officer, the students will be transported to their destination - the student's school or home bus stop, whichever is applicable. The accident will be reported to the Transportation Coordinator who will then contact the principal with names of the riders. The principal will contact the riders' parents and notify them of the accident. Parents will be told that no injuries were identified but will advise parents that they and/or their physician should determine whether or not their student was injured.

If the bus accident involves injuries, those students requiring medical attention in the opinion of the officer will be transported to the hospital emergency facility by ambulance. Those students that, in the opinion of the officer or ambulance attendant, are not injured or at least do not require

immediate medical attention will be transported to their respective school or schools (on the original bus or a substitute bus). When a bus accident occurs involving injury, no students will be transported home but rather will be transported to the hospital, or if not visibly injured, back to school where the parents will be contacted by the principal and requested to pick up their student.

For injured students, school personnel will proceed to the hospital emergency room facility with information from the student directory cards to assist emergency personnel in contacting the parents.

An accident report shall be filled out by the driver as soon as possible and submitted to the Transportation Coordinator.

### **Thunder and Lightning Safety**

The following procedures should be used at all outdoor school activities such as athletic events, recess, field trips, outdoor physical education classes, etc., by those responsible for scheduling the activity.

#### Prior to an Activity

Check the weather forecast. Watch for signs of approaching storms. If a storm may be approaching, keep a national Oceanic Atmospheric Administration (NOAA) weather radio or AM/FM radio with you. Postpone outdoor activities if thunderstorms are imminent.

#### Activity in Progress

If thunder or lightning can be heard or seen, danger is imminent. Work with the head official to stop the activity and seek protective shelter immediately. Lightning can strike without thunder or rain. Instruct participants to take a safe shelter immediately, if available. A sturdy building or car is safest. Advise spectators to seek shelter.

#### If Caught Outdoors and No Shelter is Nearby

Find a low spot away from trees, fences and poles. If you feel your skin tingle or your hair stand on end, squat low to the ground on the balls of your feet. Place your hands on your knees with your head between them. Make yourself the smallest target possible and minimize your contact with the ground.

#### Resuming Activity

Once an activity has been stopped due to a storm, allow 30 minutes to pass after the last sound of thunder and/or lightning before resuming the activity.

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