

Policy

ACCIDENTS

The Superintendent/Principal shall develop a program of accident prevention suited to his/her school. When unforeseen situations arise, and an accident occurs, a school nurse or other assigned staff member shall be responsible for providing emergency services to a child or staff member. The medical inspector shall prepare a list of first aid treatment for the most common minor injuries. This list shall be made known to the staff.

Guidelines for Dealing with Accident/Injury

- A. The school nurse or another trained person shall be responsible for administering first aid. Universal precautions shall be taken in the handling of blood and body fluids to ensure the containment of bloodborne pathogens. (See policies and regulations 4112.4/4212.4 Employee health and 5141.2 Illness).
- B. In all cases where the nature of an injury appears in any way serious, every effort shall be made to contact the parent/guardian and/or family physician immediately.
- C. Parents/guardians shall be requested to pick up their child. If a parent/guardian is unable to provide such transportation, no pupil who is injured shall be sent home alone. A pupil who is injured shall not be taken home unless it is known that someone is there to receive him/her.
- D. In extreme emergencies, the school nurse, school doctor or Superintendent/Principal may make arrangements for immediate hospitalization of injured pupils, contacting parents/guardians in advance if at all possible.
- E. The teacher or other staff member who is responsible for a child at the time an accident occurs shall make out a report within 24 hours on an official form providing details about the accident. This shall be required for every accident whether first aid is necessary or not.
- F. Any injuries or accidents to pupils shall be reported as soon as possible to the superintendent/principal and the Haworth Board of Education.
- G. First aid kits shall be located in the nurse's office for easy accessibility in the event of an accident.

Emergency Medical Procedures for Sports/Athletics

The board of education recognizes its responsibility for pupil safety encompassing all aspects of sports and athletic events in both intramural and interscholastic programs. The board directs the superintendent/principal to develop and implement emergency medical procedures to ensure delivery of appropriate emergency medical services for all practice sessions, competitive contests, games, events, or exhibitions with individual pupils or teams of the schools of this district whether among themselves or with pupils of other districts.

The board further directs that these emergency medical procedures be disseminated to appropriate personnel within this district and address practice sessions and both home and away events. School staff shall be familiar with the district's related guidelines and procedures for response to an accident.

The board directs the superintendent/principal to report on the effectiveness of the emergency medical procedures to the board annually for its review.

ACCIDENTS (continued)

Adopted: January 29, 2002
 NJSBA Review/Update: September 2009
 Readopted: November 2009

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| <u>Legal References:</u> <u>N.J.S.A.</u> 18A:11-3 | Voluntary associations regulating conduct of student activities; membership; rules and regulations; appeals |
| <u>N.J.S.A.</u> 18A:16-6 | Indemnity of officers and employees against civil actions |
| <u>N.J.S.A.</u> 18A:16-6.1 | Indemnity of officers and employees in certain criminal actions |
| <u>N.J.S.A.</u> 18A:40-25 | Boards of education to provide nursing care to students in nonpublic schools |
| <u>N.J.A.C.</u> 6A:16-1.1 <u>et seq.</u> See particularly: <u>N.J.A.C.</u> 6A:16-1.4, -2.1, -2.3, -2.4 | Programs to Support Student Development |
| <u>N.J.A.C.</u> 6A:26-12.2(a)2iii | Policies and procedures for school facility operation |
| <u>N.J.A.C.</u> 6A:27-12.2 | Accident reporting |
| <u>N.J.A.C.</u> 6:32-9.1 <u>et seq.</u> | Athletics Procedures |
| <u>N.J.A.C.</u> 8:61-1.1 <u>et seq.</u> | Participation and Attendance at School by Individuals with HIV Infection |

HIV Policy and Practice: Regulatory Requirements for New Jersey Public Schools, SDOE Division of Student Services, Sept. 1996, Doc. #P101400-31

Possible

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| <u>Cross References:</u> *3516 | Safety |
| *3541.33 | Transportation safety |
| *4112.4/4212.4 | Employee health |
| *4123 | Classroom aides |
| *5113 | Absences and excuses |
| *5125 | Pupil records |
| *5131.6 | Drugs, alcohol, tobacco (substance abuse) |
| *5141 | Health |
| *5141.2 | Illness |
| *5141.4 | Child abuse and neglect |
| 5141.6 | Crisis intervention |
| *5141.21 | Administering medication |
| *5142 | Pupil safety |
| *5200 | Nonpublic school pupils |
| *6114 | Emergencies and disaster preparedness |
| *6142.12 | Career education |
| *6145.1/6145.2 | Intramural competition; interscholastic competition |
| *6153 | Field trips |

*Indicates policy is included in the Critical Policy Reference Manual.