

Student Injuries

When a student is injured, first attend to the medical needs of the student. For serious medical emergencies dial 911 (9-911 on a district phone). For lesser injuries involve the district nurse and/or health staff.

Second, prepare a Student Accident Report. (See next page.) Normally, the staff supervising the student at the time of the injury prepares the report in cooperation with the district health services staff. The report is submitted to the Principal of the building.

The Principal reviews the Student Accident Report, determines if additional investigation or follow-up is needed, signs the report, and forwards the report to the Business Office.

Questions to Consider:

1. Was the accident caused by an unsafe condition or practice? If so, pursue corrective action to prevent similar future injuries.
2. If the student was injured by another student, is disciplinary action needed?

Frequently Asked Questions:

Q. Does school district insurance cover student injuries?

A. No. With two possible exceptions:

- If the district's negligence caused the injury and the parent files a claim, the district's general liability policy may cover the injury.
- If a student suffered a catastrophic loss (death, loss of sight in both eyes loss of two or more limbs, or other very serious loss) while engaged in district sponsored activities, the loss may be covered by district's catastrophic loss policy.

Q. Does the district offer insurance for students?

A. Parents can purchase optional insurance for their student through Meyers Stevens. The policy is between the parent and Meyers Stevens. The district's only role is to distribute the enrollment information. The district does not subsidize this coverage.

Note: When responding to a question about possible district liability for an injury, DO NOT SPECULATE. Refer the question to the Business Office. Liability will be determined by the insurance administrator or if disputed, by the courts. Parents with questions about District insurance coverage are to be referred to the Business Office.

District insurance covers only injuries caused by District negligence (when the District has not followed a reasonable, prudent standard of care).

Tumwater School District Student Accident Report

1. Name: _____ Phone: _____
Home Address: _____
2. Sex: M F Age: ____ Grade: ____ Teacher: _____ Phone: _____
3. School District: Tumwater School District Building Name: _____
4. Date of Accident: _____ Time of Accident: _____ Date Form Completed: _____
5. Place of Accident: School Building School Grounds School Bus Off Premises
Under School Jurisdiction Not Under School Jurisdiction
6. Activity: Physical Education Interscholastic Activity Unorganized Activity Other
7. What was the student doing when injured? _____
8. Describe how the incident happened. In completing this portion, please describe in sufficient detail how accident occurred. Use additional sheets if necessary. Report the facts of the incident. _____

9. What part of the body was injured? _____
10. Describe injury: _____

11. Witnesses: 1. Name: _____ If a student, name of teacher: _____
2. Name: _____ If a student, name of teacher: _____
12. Teacher or person in charge when accident occurred (Name and title): _____
13. Did person in charge witness the incident? Yes No
14. Number of days absent from school? _____
15. Was first-aid administered? Yes No
16. What was done? _____
17. By whom? _____ Title: _____
18. Sent home? Yes No Student Insurance applies? Yes No
19. Sent to physician? Yes No Name of physician: _____
20. Sent to hospital? Yes No Name of hospital: _____
21. Person notified: Mother Father Other By whom: _____ Time notified: _____
Name of person notified: _____ Address: _____ Phone: _____
22. Was 911 called? _____
- Superintendent or Designee: _____ Phone: _____
- Principal: _____ Phone: _____
(Signature)
- Name/title of person completing this form: _____ Phone: _____

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