

## STUDENT INJURIES

5.170

The following procedures shall be followed when a student is injured at school:

- I. First aid shall be administered by the nearest person with first aid training.
- II. The student's parent(s), as defined by Florida Statutes, shall be notified immediately.
- III. The family physician shall be notified and his/her instructions followed if the parent(s) or a responsible adult member of the family cannot be reached.
- IV. A physician who has agreed to handle school emergencies shall be called if the parent(s), an adult member of the family, or the family physician cannot be reached.
- V. A student shall be taken to the emergency room of the nearest hospital when a life threatening situation occurs. Discretion shall be used in moving a critically injured student without medical advice.
- VI. A student who is suspected of sustaining a concussion or head injury shall be immediately removed from physical activity. Approved guidelines contained in the *Health Services Manual* shall be followed.
- VII. A serious injury to a student shall be reported immediately to the principal who shall make a prompt report by telephone to the Superintendent or designee.
- VIII. An accident report shall be filed when an injury occurs, including a detailed description of the accident and a list of witnesses.
- IX. An insurance report shall be prepared if an injury is covered by insurance.

**STATUTORY AUTHORITY:**

**1001.41, 1001.42, F.S.**

**LAW(S) IMPLEMENTED:**

**1000.21, 1001.43, 1006.07, 1006.08, F.S.**

**HISTORY:**

**ADOPTED: \_\_\_\_\_**  
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**FORMERLY:**