

FIRST AID AND EMERGENCY MEDICAL CARE PROCEDURES

First aid is immediate and temporary treatment and care in the event of an injury before medical care can be obtained.

- A. When a student injury or illness occurs, the school employee present will be expected to take whatever emergency steps they deem to be in the best interest of the child.
- B. All school personnel should be aware of the policy. Training on emergency procedures should occur for all new school personnel.
- C. A complete first-aid kit will be available in each school building, a simple first aid kit in each classroom and periodic restocking of the first aid kits should be completed by a designated person.
- D. Each child's parent/guardian will be required to provide information for emergency contacts and consent regarding emergency medical care within 3 days of enrollment. Parents will be expected to notify the school of any changes necessary to keep the information up to date.
- E. When necessary to remove a sick or injured child from school for their welfare or that of others, the school will do so on the basis of the emergency medical care and contact information provided by the parent or guardian.

ACCIDENT REPORTS/EMERGENCY INCIDENTS

An accident report is to be completed in each instance of accidental injury or emergency incident. All information required by the form is to be provided. A parent/guardian of the student sustaining an injury or health emergency should be notified immediately. A copy will be sent to the attention of the Superintendent.

Legal Reference: 20-A MRSA § 4009

Administrative Procedure Adopted: 6/17/10

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