

### **STUDENT ACCIDENTS OR ILLNESSES**

The School Board believes that school personnel have certain responsibilities in the case of accidents or illnesses, which occur, in school. Said responsibilities extend to the administration of first aid by persons trained to do so, summoning of medical assistance, notification of administration personnel, notification of parents, and the filing of accident reports.

Employees should administer first aid within the limits of their knowledge of recommended practices. All employees should make an effort to increase their understanding of the proper steps to be taken in the event of an accident.

In regard to contacting parents, the following procedures will be followed:

- In case the parent or relative cannot be contacted at the first report of an illness or injury, the school may take or send the child home in accordance with the parent's previous instructions.
- In case the parent or relative contacted has no means of getting the child home, the school may take or send the child home in accordance with the parent's request.
- If the parent or relative cannot be contacted in case of an emergency, the school may secure the help of emergency medical services to give emergency treatment or instruction, but the school shall assume no responsibility for these services.

All school personnel shall be informed (on a need-to-know basis) of children who have special health problems that may require special attention when an injury or an illness occurs (i.e. bleeders, diabetics, epileptics, etc.).

The Superintendent may provide for an in-service program on first aid and CPR procedures.

The administrator in charge must make sure that an accident report is submitted to the Superintendent on all accidents, which required or may require medical attention.