

ILLNESS AND INJURY

Procedures for Responding to Accidents and Injuries

- A. Teachers and all other school staff members who observe that a student is ill or injured shall notify the nurse for directives or send the student to the nurse.
- B. If the student is unable to walk to the nurse's office, the nurse shall report to the student's location;
- C. The School Nurse shall be notified of any emergency during the regular school day;
- D. The School Nurse shall be responsible for the supervision of the appropriate response to an injury or illness;
- E. When school is not in session, such as after school hours, holidays, Saturdays, summer vacation or at evening functions, the supervising school staff shall be responsible for coordinating the response to an accident or illness;
- F. First aid treatment shall only be administered by a staff member to protect the life of and comfort the student until treatment by the School Nurse, the School Physician or the emergency medical response unit is secured;
- G. Following any administration of first aid, the student's parent/guardian or other designated emergency contact person shall be contacted immediately;
- H. When the illness or injury is serious enough to warrant excusal from school, the student shall be supervised by the School Nurse until placed under the care of his/her parent(s) legal guardian(s);
- I. Subsequent treatment shall be the responsibility of the parent/guardian;
- J. If the parent/guardian cannot be contacted and medical treatment is necessary, the school doctor and/or emergency medical services shall be contacted and proper disposition of the case will be made on their professional recommendation.

Serious Injury

A serious illness or injury includes conditions of the health that cause any period of incapacity that requires immediate medical evaluation and/or treatment (e.g. head injury, suspected bone break, unconsciousness, severe or steady bleeding, physical trauma and wounds, vomiting).

For cardiac arrest see the district emergency action plan. The following procedures shall also apply after intervention with the AED by a trained and qualified district staff member:

- A. The student shall be supervised by the School Nurse, the School Physician or the Principal until the parent/guardian resumes custody of the student;
- B. The School Nurse or person skilled in first aid training shall administer emergency treatment
- C. Parents/guardians shall be notified immediately and consulted on choice of hospital or physician;
- D. The Principal shall be alerted of the serious illness or injury requiring medical intervention;
- E. If parents/guardians are not available or the injury or illness requires immediate treatment, the School Physician and/or the emergency medical response unit shall be contacted;
- F. Any student transported to the hospital from school shall be accompanied by a school staff member designated by the Principal until the student can be released to the custody of the parent/guardian;
- G. When immediate medical attention is not necessary the student may be released to the custody of the parents/guardians;
- H. An accident report shall be filled out promptly and completely by the School Nurse or staff member coordinating the response to the illness or injury and submitted to and/or filed in the nurse's office;
- I. The Superintendent shall be informed of all actions being taken.

Minor Injury or Illness

Minor injuries and illness includes health conditions that do not cause incapacitating discomfort or require immediate medical treatment (e.g. bruises, belly ache, head cold, scrapes or shallow cuts, cramps). The School Nurse shall be responsible for evaluating all injuries and illness and determining if immediate medical treatment is required. For minor illnesses and injuries:

- A. Simple first aid may be applied for superficial cuts and bruises;
- B. The nurse may administer medication if authorized by the parent/guardian or in compliance with the physician's standing orders for the school;
- C. The nurse shall notify the parent/guardian of any illnesses or injury that requires the student to be sent home;
- B.

- A. The student shall be supervised and monitored by the School Nurse until they may safely return to class or are released to the custody of the parent/guardian;
- B. An accident report shall be filed for any injury that occurs on school property during the school day or at school activities.

Communicable Diseases

The School Nurse shall notify the parent/guardian immediately if in his/her judgment a student has contracted a communicable disease such as strep throat or other contagious illness. The student shall be sent home. Upon return to school, the student must report to the School Nurse with documentation from a doctor confirming the diagnosis, that he/she may safely return to school, and any limitations of activity that are necessary.

Parents/guardians shall be contacted by the School Nurse when their student is too ill to return to a class period for any reason. Parents should have some means of transportation to pick up an injured or ill student at school.

If a student has a temperature of 100 degrees or higher, the student must be excluded from school. The student may return to school when fever-free for at least 24 hours without the use of fever reducing agents. If the student has a sore throat, an upset stomach, or a rash, parents are encouraged to keep the student home and contact the family doctor. If the parent/guardian suspects that their student has a communicable disease, the student should be taken to his/her family doctor for diagnosis and treatment. Parents/guardians shall be required to contact the school and report any absence, and in particular report if the student is absent with a communicable disease.

Adopted:	July 26, 2010
Review/Update:	December 2015
Readopted:	8/22/16
Readopted:	10/23/17