

Student Safety

1. Rules, procedures and records relating to student health and safety shall be appropriate for the students being served and shall be reviewed annually prior to the opening of school.
2. District owned or managed facilities shall provide appropriate access and movement for persons with disabilities.
3. School programs shall be recessed or relocated when weather or other emergency conditions make such action necessary to protect the health and safety of students.
4. The district will continuously develop and implement first-aid procedures in order to assure that qualified first aid is always available to students at any district sponsored activity or facility. Such procedures shall include:
 - a. Requiring a reasonable ratio of teachers, instructional assistants and drivers to possess a valid first-aid card which verifies that the employee has completed at least the Multimedia Red Cross course requirements or equivalent. Except for first-aid card required for initial certification, the ESD will pay the cost of first-aid training for those staff required to hold first-aid cards;
 - b. Instruction for all teachers, instructional assistants and drivers in the location and use of approved first-aid kits and fire extinguishing equipment;
 - c. Equipping all vehicles used to transport students with approved first-aid kits and fire extinguishing equipment;
 - d. Establishing inspection programs with local districts to insure that all classrooms and local facilities used by the district are adequately maintained for student use;
 - e. Providing for regular evacuation drills as required by law.
5. The ESD shall provide for continuous maintenance and updated emergency files on every student involved in the district instructional programs.
6. The ESD shall provide assistance to those students required to take prescribed medication during school hours using the following procedures:
 - a. Written orders from a physician indicating the name of the student, name of the drug, dosage, time interval that the medication is to be taken and diagnosis or reason for the medication to be given;
 - b. Written permission from the parent or guardian requesting that the district comply with the physician's order;
 - c. Provision that medication brought to school by the parent be kept in a container appropriately labeled by the pharmacy or physician;

- d. One member of the staff shall be designated to administer the medication, preferably the classroom teacher;
- e. A locked cabinet will be used for the storage of medication;
- f. Whenever a change in medication is ordered or appears necessary, communication must occur between the parents/guardians, school and physician;
- g. Notification of the parent or guardian by a designated member of the school staff as quickly as possible after an emergency occurs. The parent's or guardian's current phone number should be available in the student's record specifically for this purpose.