

Firs Aid and Emergency Care

Immediate and temporary care will be given a student who is the victim of an accident or sudden illness, until services of a physician can be obtained. In such cases, the school has the responsibility of giving immediate care, notifying parents or guardians, and assisting with arrangements for transportation.

Student records contain the parents' name, address, home telephone number, and emergency telephone number in case parents cannot be reached at home. The family doctor's name should also be listed, with recommendations for calling in case of need.

If it is necessary to summon a doctor, every effort should be made to ascertain the family's doctor and to summon him/her. Unless the case is an emergency, the school or activity supervisor will first notify the parents and allow them to make the decision as to what is to be done.

All coaches must secure, and have filled out by each student who participates in athletics or regular team games, an Athletic Questionnaire form. This form provides certain emergency information such as parents' names, address, family doctor and the like.

Schools may provide parents with a form authorizing emergency treatment without parent consent for their student at a local medical facility.

Report of Personal Injury or Accident: If a student or other person in or around the school is injured to such an extent as could be regarded as serious or from which complications, legal or otherwise, might arise, the injury or accident must be reported at once to the superintendent, in writing. This report is ordinarily made by the teacher, custodian or coach to the principal, and by the principal to the superintendent. Where time is an element or the principal is not available, the report may be made by any person directly to the district office.

The report should contain the following information:

1. Name and address of person injured.
2. Time of injury.
3. Nature of the injury.
4. Cause of the injury.
5. Witnesses or persons in a position to know of the injury.
6. Was parent or guardian notified?

7. Was a doctor called? Who? By whom?
8. At the time of the accident was injured person acting:
 - a. On his/her own responsibility?
 - b. In violation of known school regulations?
 - c. Carrying out orders issued by a school district employee?
9. Date and signature of person reporting.