

Jefferson School District 14J

Code: **EBBA-AR(1)**
Adopted: 9/8/03
Readopted: 9/10/07; 7/11/11
Orig. Code(s): 3100

First Aid - Infection Control

All staff will maintain a valid first-aid card and valid CPR certification.

The administrator will maintain a list of all individuals in the district who hold current first-aid and CPR cards.

The administrator will establish procedures to ensure that all individuals have opportunities to comply with current first-aid and CPR card requirements.

The administrator will offer first-aid and CPR training in the district annually.

The administrator will establish procedures for suspension or dismissal of staff who fail to maintain current first-aid and CPR cards.

Staff will be given 90 days from the date of employment to obtain a current first-aid card with CPR endorsement.

Staff failing to obtain first-aid and CPR cards within 90 days, or allowing the cards to lapse after the initial grace period, will be suspended without pay until such time that a current card is obtained.

Failure to arrange for a class to obtain a first-aid and CPR card within five days of suspension is grounds for dismissal.

It is the staff's responsibility to maintain current cards for the duration of their employment in the district.

Staff scheduled to attend a district-offered training must have administrative approval to seek an alternative. If granted, neither the employee's time nor any related training costs will be paid by the district.

Staff certified via alternative training must present their new first aid and/or CPR card(s) at the district office.