

## **ACCIDENTS/FIRST AID – HSD Policy - JGFG**

### **PROGRAM OF FIRST AID**

Each principal shall have a planned written program for handling emergencies resulting from accident or sudden sickness of students which shall be approved by the designee of the superintendent. The program of first aid for emergencies shall provide direction for giving immediate care, notifying parent, guardian, or custodian, getting the student home, and directing the parent, where necessary, to the source of treatment.

The program of first aid shall incorporate the following requirements:

1. The principal or another trained person shall be responsible for administering first aid.
2. In all cases where the nature of an illness or an injury appears in any way serious, every effort shall be made to contact the parent and/or family physician immediately.
3. No student who is ill or injured shall be sent home alone. A student who is ill or injured shall not be taken home unless it is known that someone is there to receive him.
4. In extreme emergencies, the principal may make arrangements for immediate hospitalization of injured or ill students contacting the parent or guardian in advance if at all possible.
5. The teacher or other staff member to whom a student is responsible at the time an accident occurs shall make out a report providing details about the accident.
6. Serious accidents to students shall be reported as soon possible to the designee of the superintendent.

### **ACCIDENT REPORTING**

On the accident report from provided by the district the principal of each school shall report injuries to students and employees which require medical attention or which keep the student or employee from school or from work one-half day or more.

### **FIRST AID SUPPLIES**

Principals shall maintain an adequate supply of standard first aid materials which shall be made available by the board as are other school supplies.

### **MEDICATION**

School personnel shall not exceed the usual practice of competent first aid where required.

The Hollandale School District does not assume any obligation to provide medical treatment, advice or medication to any student. No teacher, principal, or other personnel of the Hollandale School District, including any person acting as school physician or medical attendant, will administer prescription medication to any student without first obtaining the consent of the parent or guardian of said student prior to each instance, except in cases of emergency. This permission is limited to the following individuals:

1. The district/school nurse may be granted permission with the expressed written consent of the parent or guardian to dispense medication.
2. The building principal or appointed individual may be trained in the disbursement of medication and dispense medication with the expressed written consent of the parent or guardian in the absence of the district/school nurse.

In the case of an emergency, an effort should be made to contact the parent or guardian as soon as possible.

#### FIRST AID TRAINING

Principals shall see that one-third of the instructional staff of the school is currently certified by the American Red Cross to administer first aid. All physical education teachers in the secondary schools shall be currently certified to give first aid.

CROSS REF.: Policy JGF - Student Safety

**To see the complete policy go to HSD Policy – JGCD**

#### **DISPENSING MEDICINE –HSD Policy - JGCD**

Medication shall be provided or administered to a student by school personnel ONLY with the written request and consent of the student’s parent/custodian/legal guardian, and by following Policy JGCD-R –Administration of Prescription Medicine.

CROSS REF.: Policy JGCD-R – Administration of Prescription Medicine

Policy JGFG – Accidents/First Aid

#### **ADMINISTRATION OF PRESCRIPTION MEDICINE**

School personnel will not administer prescription medicine to a student unless the student’s physician authorizes school personnel to administer the medicine and the parents/guardians have signed the Indemnity Agreement associated with this policy. The parents/guardians are responsible for obtaining a statement from the physician authorizing school personnel to administer the medicine. The statement should include:

1. Student’s name