

FIRST AID

A school nurse or other staff member authorized and assigned by the building Principal shall be responsible for providing emergency services in case of injury to, or sudden illness of, a child or staff member. The school system acknowledges the authority of parents/guardians to approve or disapprove the school staff's recommendations for subsequent medical services.

Procedures shall be developed and periodically updated. Staff will be educated regarding proper handling of emergencies annually.

First aid procedures shall incorporate the following requirements:

1. The school nurse or another trained person shall be responsible for administering first aid. In the absence of the nurse or other authorized staff member, assistance shall be summoned from the local public safety departments (fire, police).
2. In all cases where the nature of an illness or an injury appears in any way severe, every effort shall be made to contact the parent/guardian and/or family health care provider immediately after initiating the 911 call.
3. A young child who is ill or injured shall only be transported by a designated adult listed on the annually updated medical emergency form. The student will remain in the care of this adult until the parent/guardian is able to resume care. Verbal authorization from the parent/guardian naming a person not listed on the emergency form may be taken by the school nurse or assigned building Principal.
4. In emergencies, the school nurse, school physician, or Principal may make arrangements for immediate hospitalization of injured or ill student or staff, after effort has been made to contact the parent or guardian or the person designated to be notified on the annual emergency information form.
5. The staff member responsible for the child at the time an accident occurs, that requires care beyond basic first aid, shall complete a report providing details about the accident. The staff member assigned and the building Principal shall sign the report. A copy of the report will be on file in the student's health record.
6. Serious accidents, for both students and staff, shall be reported to the Superintendent, who will notify the Chairman of the School Committee as soon as possible.

LEGAL REF.: M.G.L. 71:55A, 56

Adopted November 21, 2011