

**5142.1 (R).**

## **STUDENTS**

All students coming to the health room are questioned and the concern is assessed. The procedure for care is dictated by the written standing orders approved by the school medical advisor. These orders are posted in each health room.

The following procedures are followed in case of a medical emergency:

1. The school nurse will attempt to find the parent or relative, or the person designated by the parent to take responsibility for the child. This person will be asked to come to the school and assume the care of the child.
2. If no one can be reached, the nurse will attempt to reach the family physician for his/her recommendation.
3. If the family physician cannot be reached, the pupil is to be taken to the hospital emergency room.

School secretaries are not authorized to give medication to students. They are not authorized to give first aid unless they have completed the required course.

Accidents of a serious nature must be reported to the Office of the Assistant Superintendent for Administration. A copy of the accident report is sufficient if the accident and procedures implemented are fully explained in the report. If necessary, the report is to be accompanied by a letter of explanation of the total situation. Serious accidents would normally involve a broken bone, stitches, the use of an ambulance, etc. The report will be filed with the insurance agent of the Board.

Approved April 28, 1981

Reviewed November 21, 2017 and no changes made

Previous Policy Number: EB1-R(1)