

PROCEDURES FOR STUDENT INJURIES

In the event of an injury to a student while on school property during school hours, the following guidelines are recommended:

1. All accidents or injuries should be reported by the student to the staff person in charge or the school principal as soon as possible.
2. evaluation of the injury will be made by the school nurse or designee.
3. The Principal with the school nurse and/or his/her designee will initiate emergency medical procedures if an injury is determined to be life threatening or of a serious nature. They will also notify the parents as soon as possible.
4. If the school nurse or designee assesses that the injury is not life threatening or of a serious nature, yet warrants further evaluation, the nurse/designee will first attempt to reach the parent/guardian. If the parents cannot be reached, an attempt to reach the designees listed on the school emergency card will follow. Every effort will be made to reach the parent/guardian.
5. All injuries will be recorded in the nurse's log and accident reports filed as appropriate within 48 hours.

May 21, 1996