

Illness or Injury at School or Related Activities**-POLICY-**

The Board of Education believes that the first concern of the schools should be to direct their efforts to the continued good health and protection of the student. The best protection from liability is this concern. In cases of question of liability, it is important to have a record of what was done for the injured or ill student. Common sense should prevail in all situations.

-REGULATION-

1. Students' medical forms should be kept on file and kept up to date. These should contain information relating to such conditions as allergies, diabetes, epilepsy, heart diseases, etc. It is the responsibility of the parents or guardians to provide this information.
2. The B.C. Health Branch First Aid in Schools (up to date copy) should be posted in several appropriate areas of the school. Copies should also be posted in areas where chemicals and industrial type machines are used. Adequate first aid supplies, as recommended by the Public Health Nurse, must be kept on hand.
3. The Poison Control Centre is in Vancouver. However, locally the hospital is the first resource. When calling the hospital, the bottle or container should be on hand as it will have the ingredients listed. This will assist in tracing an antidote.
4. Teachers should be familiar with the basics of first aid, i.e.; mouth-to-mouth resuscitation, methods to stop bleeding, treatment of shock, handling concussions, choking, etc.
5. A suitable area for the observation of an ill or injured student must be available within each school complex.

The teacher or principal will make a decision based upon an assessment of the seriousness of the injury either to:

- 5.1 call the ambulance and inform a parent, or
- 5.2 call the doctor and inform a parent, or
- 5.3 take the student to the hospital and inform a parent, or
- 5.4 contact a parent, or

- 5.5 place the student in a suitable area that is regularly supervised by staff. The frequency of observation should not be less than once every five minutes for the first twenty-five minutes, or
- 5.6 return the student to normal activity.
6. All suspected skull and spine injuries should be regarded as being of a serious nature. The student is not to be moved. Call a doctor and the ambulance. If the injury is serious enough, the injured should not be moved without a doctor's supervision.
7. If ambulance services are deemed necessary, the school is to call for these services. Any extra fees shall be paid by the school district.
8. The School District provides liability coverage for any staff member who drives a sick or injured student to the hospital or to his/her home. No injured student should be sent home unaccompanied.
9. After all the needs of the ill and injured have been tended then the details of the accident/injury need to be reported online through the Schools Protection Program within 48 hours.

In the event that the injury is one of a serious nature, the Superintendent or the Secretary-Treasurer shall be informed as soon as possible.

In the event of illness, a record of the incident is to be noted and kept on school file.