

DOVER SCHOOL DISTRICT	POLICY CODE: EBBC
DATE OF ADOPTION: 5/12/14	PAGE 1 OF 3

EMERGENCY CARE AND FIRST AID

Each principal is charged with providing for the immediate care of ill or injured persons within his/her area of control. A school nurse or individual designated by the principal will administer emergency aid. In the event of a severe injury and a parent/guardian or designee cannot be reached, the school nurse or person in charge acting in loco parentis should determine the proper course of action and the necessary steps. The instructions of the parent or guardian as listed on the emergency form shall be followed.

In each school procedures for the handling of such emergencies will be established and made known to the staff. Each school and school vehicle will be equipped with appropriate first aid equipment. Emergency phone numbers, including fire, police, rescue squad, and poison center, shall be posted prominently in the school office.

Students who are too ill to remain in class should report to the nurse or other designated area. The nurse will decide whether the student will remain in school, be referred for emergency medical treatment, or be sent home. No student will be released to home until the parent, guardian, or designee has been contacted. The nurse shall keep a log of students receiving first aid and emergency care.

Transportation of pupils home or to a source of medical attention is the responsibility of the parent or guardian. If the parent or his/her designee is unavailable, the school nurse or principal may access emergency medical services for transport to an appropriate medical facility.

School personnel have responsibilities in connection with accidents occurring in school and at school-sponsored events, which may be classified as follows:

1. Administering first aid
2. Summoning medical assistance
3. Notifying administration
4. Notifying parents
5. Filing accident reports

All personnel will understand the proper steps to be taken in the event of an accident. Teachers should also have knowledge of the physical condition of students so that they may be prepared to meet any emergency, which may arise.

All employees are expected to be knowledgeable about first aid and to know where first aid supplies are kept in their work areas. The school nurse will provide such training.

The school nurse and specially trained staff members shall stand ready to assist in treatment of accident victims. The school nurse has the authority to administer oxygen to the case of a medical emergency without prior notification of a parent/guardian.

DOVER SCHOOL DISTRICT	POLICY CODE: EBBC
DATE OF ADOPTION: 5/12/14	PAGE 2 OF 3

Registered Nurses or Licensed Practical Nurses who are employed or contracted by public school systems may possess and administer epinephrine for the emergency treatment of anaphylaxis (RSA 318:42). This applies to treating students who have never been previously diagnosed with anaphylaxis. Possessing epinephrine actually means that a school nurse can go to a pharmacy and obtain this drug without a specific doctor's order. Bringing a copy of the legislation as well as written permission from the school or principal is required. School nurses who train staff to administer epinephrine are assuming some responsibility for the administration, should that staff member choose to administer this drug.

Regardless of the seriousness of the accident, the nurse must submit an accident report so that the administrators are informed and a basis is established for the proper processing of insurance claims.

The District does not provide student accident insurance, but makes it possible for parents to subscribe to student accident insurance at low rates. This program is offered each year during September and enrollment is on-going.

Statutory Reference:

RSA 200:40, Emergency Care

RSA 200:40-a, Administration of Oxygen by School Nurse

NH Code of Administrative Rules - Section Ed. 306.12(b), School Health Services