

Hampton School District Policy	Section:	<u>J</u>
	Code:	JLCE
	Title:	Emergency Care and First Aid
	Category:	P (Priority/Required by Law)
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EMERGENCY CARE AND FIRST AID

All school personnel have responsibilities in connection with injuries and emergencies 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; and (5) filing accident/injury reports.

School personnel must use reasonable judgment in handling injuries and emergencies. Caution should be exercised not to minimize or maximize any injury or illness. All personnel will receive training on the proper steps to be taken in the event of an injury or emergency.

The Superintendent will ensure that at least one other person on staff, aside from the school nurse, has current first aid and cardiopulmonary certification (CPR). If the school nurse is not available, the person(s) who have current first aid and CPR certification is authorized to administer first aid and CPR as needed.

The school will obtain at the start of each school year emergency contact information of parents or legal guardian for each student and staff member.

The school physician, school nurse, or specially trained staff members, shall assist in the treatment of injuries or emergency situations. Such individuals have the authority to administer oxygen in case of a medical emergency, if available and if appropriate. This authorization extends to administering oxygen to students without prior notification to parents/guardians.

Additionally, the school physician, school nurse, or specially trained staff members may also administer epinephrine to any student in case of a medical emergency, if appropriate. This authorization extends to administering epinephrine without prior notification to parents/guardians.

Regardless of the seriousness of the accident, the staff person witnessing the event must fill out an accident report, which must be submitted to administration so that he/she are is informed and a basis is established for the proper processing of insurance claims and remediation if necessary.

An Nursing Log is to be maintained daily at each school, in which is recorded all accidents.

Adopted:	DATE: October 12, 2005, January 11, 2011, Aug., 14, 2012
Reviewed:	October 2010, January 11, 2011
Revised:	December 13, 2005, July 10, 2012
Cancellation:	Replaces JHCE

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(continued)

All accidents judged to be other than minor require that an accident report be filled out. If the accident involves the services of a physician and/or is likely to result in an insurance claim, two accident reports are to be prepared: one copy filed at the school office, and one copy to the SAU office.

The District makes it possible for parents to subscribe to student accident insurance at low rates. This program is offered each year during September. The District does not provide student accident insurance.

Legal References:

RSA 200:40, Emergency Care

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

NH Code of Administrative Rules, Section ED 306.04(a)(19), Emergency Care

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

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