

## FIRST AID

First aid is defined as the immediate and temporary care given in case of an accident or sudden illness, which enables the child to be taken safely home or to a physician. It does not include diagnosis or treatment. Any care beyond first aid will not be given.

At each school, procedures will be developed for the proper handling of an injury to, or sudden illness of, a child or staff member. These will be made known to the staff and will incorporate the following requirements:

1. The school nurse or another trained person will be responsible for administering first aid.
2. When the nature of an illness or an injury appears in any way serious, every effort will be made to contact the parent/guardian and/or family physician immediately.
3. In extreme emergencies, the school nurse, school physician, or Principal may make arrangements for immediate hospitalization of injured or ill students, contacting the parent/guardian in advance if at all possible.
4. The responsible teacher or other staff member will make out a report on an official form providing details about the accident to provide timely notification of incident to administration and support student safety.
5. All accidents involving students and staff members will be reported as soon as possible to the Superintendent.

Revised: October 24, 2017

LEGAL REFS.: M.G.L. 71:55A; 71:56

CROSS REF.: JLC, Student Health Services and Requirements