

FIRST AID

The Hadley Public Schools under the auspices of the School Committee ensures that the environment for staff and children is a safe one. If an accident or sudden illness occurs, the school nurse will assess the situation and, if needed, provide first aid and contact any necessary emergency or medical personnel and appropriate family members or guardians. In the case of illness that may include an infectious disease the school physician shall be notified in accordance with law.

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.

Each school will follow the Emergency Medical Plan. This information will be available to all staff. The requirements of those involved are the following:

1. The school nurse will be responsible for administering first aid and/or CPR. If there is another staff person more readily available who is certified in first aid and/or CPR that person can administer first aid and/or CPR, to be followed up by a consultation with the school nurse.
2. When the nature of an illness or injury appears in any way serious, every effort will be made to contact the student's parent/guardian and/or family physician (if known to the school) immediately.
3. An elementary school child who is ill or injured will not be sent home unaccompanied. A young child who is ill or injured will be sent home only with the assurance that there is someone at the home to receive him/her.
4. A student in high school will not be sent home unaccompanied unless the illness or injury is minor and the parent/guardian provides verbal permission.
5. In extreme emergencies, the school nurse or principal will call 911 for immediate transportation of the injured or ill student to the hospital. Every effort will be made to contact the parent/guardian in advance of the transfer, if possible.
6. In case of the above, the Accident Protocol will be followed. This does include completion of a Student Accident Form or a Staff Accident Form with a copy sent to the Superintendent's office. The Accident Form will include the report by the staff person who witnessed the event.

7. If a student was sent to a physician after first aid was provided, the parent will bring/send in a note from the physician and/or make a follow-up phone call to the nurse the next day.
8. When an employee is injured on school premises, in connection with their regular duties, the Superintendent or his/her designee shall report the injury within forty-eight hours to the Hadley Public Schools insurance agent and, if necessary, to the School Committee at its next meeting.

LEGAL REF: M.G.L. 71:55A; 152

CROSS REF: JLC, Student Health Services and Requirements

Reference:

Hadley Public Schools – Emergency Medical Plan-General

Hadley Public Schools – Accident Protocol

Adopted By The
Hadley School Committee: April 24, 2014
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