

FIRST AID AND EMERGENCY CARE

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Rescinds Policy Number: JGFG, JGFGA, JGFGF-R, JCCD Issued: 04/06/1981, 12/06/2004, 04/21/2008

During the school day and school-sponsored activities, accidents or sudden illnesses can occur even though all proper precautions were taken. When this occurs, trained school staff shall provide first aid and emergency care to students, staff or visitors present on school property. First aid and emergency care may also be administered by any person, including students, trained in CPR/AED/first aid. All schools will report and document all incidents that occur on the school campus. When indicated, a referral will be made to appropriate medical staff, including the Orange County Emergency Services (EMS).

At the beginning of each school year and as circumstances require, the nurse and the principal will identify school staff to serve as:

- 1) First Aid Responders (G.S.115C-375.1);
- 2) Diabetic Care Providers (G.S. 115C-375.3, G.S.115C-12, Section 31); and
- 3) Medication Assistants (G.S.115C-375.1)

School nurses will provide staff training and training-related supplies for all school personnel serving in any of the above capacities. No one is required to serve in any of the above roles. School nurses are certified and trained through the American Red Cross (ARC) to provide CPR/AED/first aid services; and certify other designated staff through the ARC program. Staff trainings shall be held for:

- ❖ School-based First Aid Responders certification in:
 - CPR/AED– annually
 - First Aid - every 3 years
- ❖ Diabetic Care Providers– annually
- ❖ Medication Assistants - annually

First Aid Responders shall administer approved care according to American Red Cross standards. Diabetic Care Providers shall administer approved care and emergency medications according to procedure and adjunct to the school nurse. Site-based administrators shall support the role of staff members in administering CPR, first aid, diabetic care or medications to perform these duties efficiently in addition to their regular jobs. School nurses shall provide CPR/AED/first aid and diabetic care training to designated staff as appropriate. Designated staff can include:

- First Aid Responders
- Diabetic Care Providers
- Staff of Children with Special Health Care Needs
- Staff of Extended School Day Programs (i.e., Elementary Afterschool Childcare Centers, Elementary Community Learning Centers, 21st Century Middle and High School Community Learning Centers, Communities in Schools Middle School Afterschool Programs, Another Choice in Education (ACE), Summer Camps, and Student Academic and Cultural Enrichment Programs)
- Physical Education Teachers
- Coaches
- Bus Drivers
- PreK/Head Start Staff
- Field Trip Staff

School nurses must supervise First Aid Responders and Diabetic Care Providers according to delegation regulations by the NC Nursing Practice Act. However, school nurses shall not assume any liability for care given to students following the staff member's completion of the training sessions.

At the start of each new school year, the parent/guardian of every student is required to provide the following emergency information:

- Parent/guardian's location and phone number during the regular and extended school day ;
- Name and phone number of the student's healthcare provider;
- Names and phone numbers of relatives, neighbors or friends who can be contacted in an emergency; and
- Information concerning a student's medical condition or disability.

The above information is confidential and will be kept on file in an accessible location to appropriate OCS staff.

In the event of serious injury or illness to a student, the parent/guardian will be notified as to whether to pick up the child at school or meet the child at the hospital. If the parent/guardian cannot be reached, the student will be transported to the hospital emergency room. Efforts to notify the parent/guardian will continue until the parent/guardian is notified. No student will be taken home or sent home unless a parent, or someone designated by the parent/guardian is at home to accept responsibility for the student.

Parents who object to the items in this policy are responsible for submitting to the principal a written emergency plan for his/her approval.

Principals will, as directed, inform the office of the superintendent immediately of any serious injuries or illnesses suffered by students, staff or visitors while under the jurisdiction of the school. A report of such injury will be completed and filed according to procedure in the offices of both the principal and the Director of Environmental Health and Safety.

Legal References:

- G.S. 115C-375.1 Special Medical Needs of Students: To provide some medical care to students
- G.S. 115C-375.3 Guidelines to Support and Assist Students with Diabetes
- G.S. 115C-12 Section 31: To Adopt Guidelines for Individual Diabetes Care Plan
- State of N.C. Nursing Practice Act