

First Aid and Emergency Medical Care - Procedures

The administration adopts the following procedures relative to the rendering of first aid to students.

The building principal or his/her designee shall be notified as soon as practical of an injury to any pupil on school premises. A report of the injury and first aid given shall be made in writing, with a copy sent to the principal and a duplicate copy retained in the school files.

If the pupil is to be sent home or released, the principal/designee shall first determine if the parent or guardian is at home to receive the pupil.

The pupil should not be sent home or released unless some responsible person in the household is there to receive him/her. In case the pupil is not able to go home unassisted, the principal (or his/her designee) shall require the parent to call for the child or shall provide proper supervision in seeing that the child is escorted safely home.

In the case of serious injury requiring the immediate attention of a physician, the following procedure shall be followed:

- A. The school nurse and/or emergency rescue shall be called immediately and the family notified.
- B. If the family is successfully contacted, the pupil may be sent to the family physician on the instruction of the parent/guardian.
- C. If the family can not be contacted or if the family physician is not available, another physician shall be called, or the pupil shall be taken to the nearest hospital.
- D. The parent/guardian shall be responsible for any fees in connection with (B) and (C) above.

Legal Reference: 20-A MRS § 4009

Cross Reference: JLCE – First Aid and Emergency Medical Care

Adopted: May 15, 2000

