

Gloucester County Vocational-Technical School District

PUPILS

ACCIDENTS

Each principal shall develop a program of accident prevention suited to his/her school. The superintendent shall review and approve such programs. When unforeseen situations arise, and an accident occurs, a school nurse or other assigned staff member shall be responsible for providing emergency services to a student or staff member. The medical inspector shall prepare a list of first aid treatment for the most common minor injuries. This list shall be made known to the staff.

Guidelines for Dealing with Accident/Injury at School or During Participation in School-Sponsored Activities

- A. The school nurse or another trained person shall be responsible for administering first aid. Universal precautions shall be taken in the handling of blood and body fluids to ensure the containment of blood borne pathogens.
- B. In all cases where the nature of an injury appears in any way serious, every effort shall be made to contact the parent/guardian and/or family physician immediately.
- C. Parents/guardians shall be requested to pick up their child. If a parent/guardian is unable to provide such transportation, no pupil who is injured shall be sent home alone. A pupil who is injured shall not be taken home unless it is known that someone is there to receive him/her.
- D. In extreme emergencies, the school nurse, school doctor, or principal may make arrangements for immediate hospitalization of injured pupils, contacting parents/guardians in advance, if at all possible.
- E. The teacher or other staff member, who is responsible for a child at the time an accident occurs, shall make out a report within 24 hours on an official form providing details about the accident. This shall be required for every accident whether first aid is necessary or not.
- F. Any injuries or accidents to pupils shall be reported as soon as possible to the superintendent and the Board.

Adopted: 5/8/03