

Pittsfield School District

**EMERGENCY CARE AND FIRST AID**

All school personnel have responsibilities in connection with injuries and emergencies occurring in school and at school-sponsored events which may be classified as follows: (1) administering first aid; (2) summoning medical assistance; (3) notifying administration; (4) notifying parents; and (5) filing accident/injury reports.

School personnel must use reasonable judgment in handling injuries and emergencies. Caution should be exercised not to minimize or maximize any injury or illness. All personnel will understand the proper steps to be taken in the event of an injury or emergency.

The dean of operations will ensure that at least one other person on staff, aside from the school nurse, has current first aid and cardiopulmonary (CPR) certification. If the school nurse is not available, the person who has current first aid and CPR certification is authorized to administer first aid and CPR as needed.

The school will obtain, at the start of each school year, emergency contact information of parents or legal guardians for each student and emergency contact information for each staff member.

The school nurse or specially trained staff members shall assist in the treatment of injuries or emergency situations. Such individuals have the authority to administer oxygen in case of a medical emergency, if available and appropriate. This authorization extends to administering oxygen to students without prior notification of parents/guardians.

The school nurse or other designated personnel may administer other medications to students in emergency situations, provided such personnel has all training as is required by law. Such medication may also be administered in emergency situations if a student's medical action plan has been filed and updated with the school district to the extent required by law. The district will maintain all necessary records relative to the emergency administration of medication and will file all such reports as may be required.

Additionally, the school nurse or specially trained staff members may also administer epinephrine to any student in case of a medical emergency, if appropriate. This authorization extends to administering epinephrine or an opioid antagonist without prior notification of parents/guardians.

For significant injuries, the staff person witnessing the event must complete an accident report which must be submitted to the administration to provide timely notice of such

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injury and to establish a basis for proper processing of insurance claims and remediation if necessary.

The district makes it possible for parents to subscribe to student accident insurance at available rates. This program is offered to parents at the beginning of each school year. The district does not provide student accident insurance.

Naloxone / Narcan and Opioid Antagonists. The Board authorizes the district to obtain, store, and administer naloxone / Narcan and/or other opioid antagonists for emergency use in schools.

The school nurse or other properly trained staff member may administer such medication in emergency situations. Opioid antagonists will be available during the regularly scheduled school day. They may be available at other times at the discretion of the dean of operations.

The dean of operations is authorized to procure such medication on behalf of the district.

All such medication will be clearly marked and stored in a secure space in the school nurse's office or other appropriate location. Such medication will be locked at all times except when needed for administration. The school nurse is responsible for storing the medication consistent with the manufacturer's instructions.

Local law enforcement and emergency medical service personnel will be notified if such medication is administered by the district.

Records related to the administration of such medication shall be made and maintained by the school nurse. The school nurse will follow other first aid reporting protocols, as may be determined by other Board policy or administrative directive.

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