

Policy Regarding Injury or Illness on District Properties

The health and safety of the person or persons involved must take priority over all other concerns.

The most medically qualified person, immediate to the situation, will assess the seriousness of the problem and direct the request for assistance while he/she initiates and continues to administer first aid.

Serious situations - those situations which a reasonable person would consider serious and requiring more attention than he/she could easily provide. Examples such as:

1. Difficulty in breathing.
2. Uncontrolled bleeding.
3. Injuries of the head or back
4. Chest pain or unconsciousness. . . are considered serious and the 911 system (if on Dansville School properties) should be activated in the following manner.
 - A) A call will be placed to the 911 emergency center by simply dialing the digits 911 on the telephone
 - B) Advise the emergency dispatcher of the following information:
 1. your name & relationship to the school (teacher, student secretary, etc.)
 2. state "there is an emergency at Dansville Schools - 1264 Adams Street and then state the specific location, ie: elementary building, band room, football field etc. Direct them to come in on Dakin Street for the elementary and middle school buildings or South Street for the high school building or athletic field.
 3. description of the injury that you can provide, ie: severe bleeding from a cut to the hand - having trouble breathing, turning blue, etc.
 4. the caller to the 911 system is then the person solely responsible for physically directing responding emergency personnel to the scene.
 - C) Based on the pre-plan arrangement between the 911 emergency system and Ingham Township, the following emergency services are activated automatically each time the 911 dispatcher receives a call in the Dansville area for a medical emergency.
 1. fire department rescue squad
 2. sheriff's paramedic
 3. Mason Area Ambulance

Non-serious situations - those situations which a reasonable person would consider of non-life threatening nature and which can be handled without activating a 911 emergency services response. This could include:

1. Cuts, scrapes and other minor bleeding.
2. Simple fractures or dislocations.
3. Sprains, pains, minor burns or other general discomfort which are not the direct result of a forced blow or other trauma to the body. In these types of non-serious injuries, the following activities shall be appropriate:

- A) Make the individual as comfortable as possible.
- B) If an adult, determine how they wish to be cared for and transported.
- C) If a student, notify parent/guardian and allow them to make the determination for transportation and continued treatment.
- D) If the parent/guardian cannot be reached within a reasonable period, or if the patient's general conditions worsens, the person in charge will use their own best judgment.

Off Campus Incidents.

Whenever possible, the previously outlined procedures shall be followed. Of major change will be the specifying of location which will be a major address including nearest crossroad or intersection in the case of bus accident or injury.

Notification of Administrative Personnel.

A) In all cases of injury or illness occurring to students, staff or citizens involved with or occurring on school properties, it will be the responsibility of the person rendering initial first aid procedures to make contact with the administrative staff of Dansville Schools in accordance with standard school policy/protocol, after the emergency is under control.

B) It shall then be the responsibility of the appropriate administrator to make notification of the incident to the parent/guardian, next of kin, etc.

C) Names of persons involved in the incident including victim, person administering first aid, emergency personnel involved, person activating 911 system etc., should be documented, including times, date, etc., and placed on file for future reference.

The district will assume financial responsibility for transportation of a student when the student is not covered by insurance and the parent(s) qualify for low income status as defined on the application for free/reduced hot lunches. Documentation of low income status will be required.

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