

## **STUDENT ILLNESS OR INJURY AT SCHOOL**

### **Background**

The safety and well-being of students is of primary importance. This operational procedure provides guidelines for response if a student is injured or becomes ill while in the care and custody of the school.

### **Procedures**

1. In cases of injury or illness which occur to students on school grounds, in the school, or on a site where a school-sponsored activity is being held, the superintendent of schools expects the supervising teacher or principal to act as a responsible guardian and seek immediate treatment.
2. The school district recognizes the authority accorded parents/legal guardians of children. The superintendent of schools therefore directs staff members to refrain from offering consent for medical treatment of students.
3. The parent/guardian or emergency contact person is to be notified immediately in order that they may participate in any decision respecting a course of action or treatment for the student.
4. The removal of a student from the school in the event of injury is to be done with the approval and under the direction of emergency services, whenever possible.
5. Medication should not be given to any student, except as set out in operational procedure 340 (Management of Students with Medical Conditions).
6. The supervising teacher or principal should keep a record of all actions taken. A record must be kept in the First Aid Logbook.
7. In the event of injury to a student, the supervising teacher should notify the school principal as soon as possible to ensure that the school principal has the necessary information to complete an incident report form. The principal, or designate, must notify the superintendent or designate.
8. In the event of injury to a student, the principal, or designate, must complete a School Protection Program incident report form online within 24 hours.

Reference: Sections 7, 8, 17, 20, 22, 65, 84, 85, 95 School Act  
Good Samaritan Act  
School Regulation 265/89