

School personnel have direct responsibilities regarding accidents occurring in school during the school day and at school sponsored events, which may be classified as follow: administering first aid, summoning medical assistance, notifying administration, notifying parents, filing accident/incident reports.

The Superintendent shall employ at least one person in each school certified in first aid and cardiopulmonary certification (CPR). If the school nurse is not available, the person(s) who have current first aid and CPR certification is authorized to administer first aid and CPR as needed.

At the start of each school year the school will obtain emergency contact information from parents/guardians for each student. Staff members should also provide emergency and contact information to the nurse.

A medical incident log shall be maintained daily at each school.

The school nurse has the authority to administer oxygen in case of a medical emergency. This authorization extends to administering oxygen to students without prior notification to parents/guardians.

The school nurse or specially trained staff members may administer epinephrine to a student in a systemic allergic reaction. This authorization extends to administering epinephrine without prior notification to parents/guardians.

For any injuries or medical emergency, the school nurse or staff person in charge must submit an incident report within 24 hours so that the administrators are informed and a basis is established for the proper processing of insurance claims. Parent notification will occur as soon as possible after the incident. (See the Accident/Incident Report policy)

Statutory and Regulatory Reference: RSA 200:40 Emergency Care, RSA 200:40-a Administration of Oxygen by School Nurse, NH Code of Administrative Rules, Section Ed. 306.12 (b), School Health Services

Appendix Reference: EBBC-R

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