

# Policy

BOARD OF EDUCATION  
HORTONVILLE AREA SCHOOL DISTRICT

STUDENTS  
5310.01 / Page 1 of 2

## EMERGENCY CARE POLICY

The emergency care service is established as part of the health services for students and District employees.

The objective of emergency nursing services is the maintenance of the physical, mental, and emotional health of a student while they are at school or are participating in school activities.

### **Implementation:**

- A. Definitions
  1. Emergencies are those conditions which require prompt intervening action to maintain physical, mental, and emotional health of students.
  2. Emergency nursing service means nursing assessment and may include intervening action by the registered nurse, or designated others under his/her direction , of conditions which require prompt or immediate action.
  3. During school hours the School Nurse or school Health Aide will provide the immediate care needed in an emergency and may advice regarding the necessity for medical attention.
- B. The emergency nursing service shall be under the direction of a registered nurse employed by the School District.
- C. The medical advisor shall be a local physician. Duties of the medical advisor include review of plans and advising on the implementation of the emergency nursing service, including facilities, supplies, adequacy of training of designated assistance, policies and procedures.
- D. The Health room will be open to students and staff during the school day for first aid care. Students may report to the Health Room in case of illness or injury.
- E. During registration, parents or guardians may provide home and work phone numbers in case of an emergency or illness, shall be on file for each student and school employee and shall be updated annually.
- F. Emergency Care Procedures for specific conditions due to illness or accidents are described in a detailed doctor-approved manual.
- G. If the Nurse of school Health Aide determines that a student should go home, the Aide shall contact the parents or other person they designate so they may pick up the student. No student shall be sent home unless the home contact has been made. If the nurse or aide cannot reach the parents before the buses transport student home, the principal and the nurse or aide shall determine how the student goes home.

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**BOARD OF EDUCATION  
HORTONVILLE AREA SCHOOL DISTRICT**

**STUDENTS  
5310.01 / Page 2 of 2**

- H. In a life-threatening situation, an ambulance shall be called by the nurse or principal and the cost paid by the parents and/or school. If the need for an ambulance is due to a school injury or school-related incident, the school shall be responsible for the cost, but if the need for an ambulance is necessitated by a previous health problem, such as asthma, the parent shall be responsible.
- I. Medical emergency response teams along with the building administrator shall be notified in the event of a medical emergency.

This policy and the additional policies providing for the provision of emergency nursing services to students has been developed and reviewed by a registered nurse in cooperation with other School District personnel and representatives from community health agencies and services designated by the Board upon the recommendation of the nurse. The nurse shall review and evaluate emergency nursing services each year, including a review of the following policies:

- Policy #5320 – Immunization
- Policy #5330 – School Medication Policy
- Policy #5335 – Care of Students with Chronic Health Conditions (Allergies)
- Policy #5340 – Student Accidents / Illness / Concussion
- Policy #5340.01 – Concussion Identification and Management for Athletes
- Policy #5340.02 – Accident / Incident Reporting
- Policy #5341 – Emergency Medical Authorization
- Policy #8450 – Control of Casual-contact Communicable Diseases
- Policy #8450.01 – Pediculosis (Head Lice)
- Policy #8452 – Automated External Defibrillators (AED)
- Policy #8453.01 – control of Blood-Borne Pathogens

The policies shall include protocols for recording all administration of emergency nursing services.

The District Administrator shall develop guidelines that will provide student emergency information, equipment, supplies, and space for the emergency nursing services that are appropriate and readily accessible to facilitate the provision of such services consistent with the services developed through this policy. The District Administrator shall also identify a licensed physician to serve as a medical advisor.

The District shall make available emergency student information, first aid supplies, and appropriate and accessible space for the rendering of emergency nursing services.

115.001(11), Wis. Stats.

120.13(11), Wis. Stats.