

**SCHOOL DISTRICT OF BAYFIELD**

**NURSING SERVICES GUIDELINES**

The following procedures shall be followed by the school nurse, principals and/or designees in the event that a pupil becomes seriously ill or suffers an accident during the school day.

1. When an emergency (including severe illness or accident) exists, the school nurse, principal and/or his/her designee shall make a concerted effort to contact the pupil's parents or such other person as might be designated in written form by the parents.
2. The advisor, coach or assistant coach of the activity shall always be considered as the designee of the principal at athletic events or co-curricular activities.
3. If the parent(s) or designee cannot be contacted, in the case of an illness, the school nurse, principal or his/her designee shall make arrangements to transport the pupil or have him/her transported to the nearest hospital and/or emergency room.

If the emergency exists due to an accident, the school nurse, principal and/or his/her designee must first make a determination as to the extent of the injury suffered and then make all necessary transportation arrangements. If any probability exists in either case that the pupil may be harmed by transporting by any means other than ambulance, the school nurse, principal or designee shall call 911.

4. In the event of sudden cardiac arrest, the school nurse, principal or designee may access trained Heartsaver Automated External Defibrillator Responders.
5. If there is any question as to the severity of the illness or accident, the principal or his/her designee shall make the final determination of the action to be taken. If a trained medical person is available (doctor or nurse), the principal or designee shall delegate this authority to such person.
6. The following forms, which shall be on file at the district office are the adopted forms for Nursing Services:
  - a. Registration Form
  - b. Request for Giving Medication at School Form
  - c. Immunization Card
7. Every school building should have at least two (2) certified first aid persons.
8. A nurse(s) shall provide assistance with the following:
  - a. Immunizations
  - b. Vision Screening
  - c. Hearing Screening

- d. Scoliosis
- e. Student Health Concerns
- f. Diabetic training

CROSS REFERENCE: Policy 453.1 Nursing Services

APPROVED: May 26, 1992

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