

MARATHON CITY SCHOOL DISTRICT

Board Rule 453.1(1)

EMERGENCY NURSING SERVICES GUIDELINES

A. Medical Advisor

The medical advisor for the district's emergency nursing service shall be Dr. Murray Baker, M.D., 117 Main Street, Marathon, WI 54448.

B. The Role of the School Nurse

The School Nurse shall:

1. Assist school administrators in planning, establishing and maintaining the school health programs.
2. Assist school personnel, students and parents/guardians in health appraisal, counseling, supervision and follow up.
3. Define, interpret and supervise the control of communicable diseases in the school setting.
4. Help school personnel maintain a safe and healthful school environment.
5. Guide and act as a resource person and consultant in health education.

C. Emergency Nursing Services

1. Due to the responsibilities of the school nurse with other districts, it is not possible for the school nurse to be in constant attention of the school buildings. Therefore, emergency nursing services shall be delegated by the building administrator to two or more persons in each respective building who have been trained in first aid and cardiopulmonary resuscitation (CPR). In addition, a designated person shall be available for curricular and extracurricular activities.
2. Training devoted to emergency health care shall be offered to all the district's certified and support full-time employees.
3. First aid services shall be available during the school day and on call for extracurricular activities. A list of staff certified in CPR and in first aid shall be available in the district administrator's office and each building's office and shall be posted in each school's office, in the shop and in the Athletic Director's office. This list shall be updated annually. Refresher courses in CPR and first aid shall be offered periodically.
4. The Edgar Rescue Service shall be on call to provide emergency health services and transportation when serious emergencies occur. Phone: 911
5. Equipment and supplies necessary for the emergency first aid service shall be requisitioned and purchased by the district. First aid supplies shall be obtained at the beginning of each school year and restocked during the year as necessary.

The office in each building is the designated area for emergency nursing service and supplies.

6. First aid kits are available in each school office and in high-risk areas (e.g., physical education, shop areas, etc.). A traveling kit shall also be provided for athletic trips, field trips and school activities.

A list of emergency phone numbers and a list of the contents of the kit shall be included with each kit. A list of students traveling and their medical emergency telephone numbers shall be added to the kit before traveling. A copy of this list shall be available to the building principal.

7. When first aid is to be given, school personnel are authorized to administer only prudent first aid measures.
8. All students shall have a notification card for emergency or illness completed and returned to school each school year.
9. If a student becomes ill or is injured, parents/guardians shall be notified by the school office personnel to pick up their child so that they will be taken home. NO student shall be sent/left home without parent/guardian consent or without an adult being at home.
10. Accidents shall be reported in accordance with Board policy.

APPROVED: September 10, 1997

REVISED: October 11, 2000

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May 12, 2004