

Series	400	Students
Section	450	Student Health and Welfare
Procedure	453.1	First Aid

First Aid

1. No medication by mouth is to be given by the nurse, teacher or school personnel.
2. First aid is the immediate or temporary care given only until the services of a physician are obtained. (Do not treat same injury or complaint a second time. Suggest student and students' parents see a family physician.)
3. Do not leave child unattended.

Procedure in Illness or Injury

The proper and correct immediate actions for the following incidents are:

- I. Inform the Building Principal
 - A. Contact parent by phone.
 1. Advise parent of child's illness or injury.
 2. Request parents;
 - (a) To arrange for physician's care promptly.
 - (b) To arrange for necessary transportation to physician's office or hospital emergency room.
 - (c) To keep school advised of above arrangements.
 - B. Alternate procedure: When unable to contact parent by phone:
 1. Refer to "Student Emergency Information Card" on file in school office.
 2. Contact private physician listed on school information card.
 - (a) Where does physician want to see patient:
His office? Hospital Emergency Room?
 - (b) What type of transportation is recommended by physician?
 - (c) What specific interim first aid measures does physician recommend?
 - C. Alternate procedure: When listed private physician is not available.
 1. Contact alternate physician.
 - D. Follow first aid policies outlined on separate sheet until child is transferred to physician's care.
- II. Arrange for completion of an accident report form where indicated, and record on the 109.

Example of serious incidents:

Shock	Severe nose bleeds	Foreign body in eye
Unconsciousness	Fractures	Chemicals in eye
Head injuries	Certain slivers	Animal bites
Burns	Sprains	Frost bite
Seizures	Fainting	
Bleeding	Puncture wounds	

Specific First Aid Policy For Schools:Abdominal Pain

1. Give nothing by mouth
2. Call parents

Animal Bites

1. Wash with Phisohex and water
2. Cover with sterile dressing
3. See physician
4. Offending animal should be identified and held for observation

Bee Sting

1. Apply ice
2. See physician

Blisters

1. Do not open blister
2. Cover with sterile dressing
3. See physician if there are any signs of infection present

Boils

1. Do not touch
2. Apply sterile dressing loosely
3. See physician

Burns - 1st or 2nd Degree

1. Submerge in cold water or apply cold compresses
2. Cover with sterile dressing

Burns - 3rd Degree

1. Treat for shock, if necessary
2. Apply moist sterile dressing
3. Do not remove clothing from burn area
4. Do not apply any ointment
5. Seek medical help immediately

Burns - Chemical

1. Wash immediately with large amount of cool water
2. Cover with sterile dressing
3. Seek medical help immediately

Convulsions & Seizures

1. Turn head to side--lay pupil flat on floor
2. Do not restrain movement
3. Prevent from injuring self during convulsion
4. Do not move until consciousness is regained

Cuts and Abrasions - Minor

1. Wash with PhisoHex and water
2. Apply sterile dressing and ice pack if necessary
3. Facial laceration, parents may want child seen by physician

Cuts and Abrasions - Major

1. Deep lacerations need medical attention
2. Cover with moist sterile dressing
3. Any severed portion must be wrapped in moist sterile dressing and sent with patient to doctor

Eye Injury

1. Chemical - irrigate with large amount of cool water, refer to doctor
2. Hot metal - apply sterile pad, refer to doctor
3. Foreign body - Do not attempt removal, call parent
4. Blow to eye - Keep patient quiet, call doctor

Fainting

1. Treat as in shock

Frost Bite

1. May apply tepid water - Keep in warm room
2. DO NOT apply snow, heat or cold compresses
3. Call parents

Fractures

1. Do not move injured part
2. Keep warm and quiet
3. Cover broken skin with dry, sterile dressing
4. See doctor

Head Injuries

1. Apply ice
2. Notify parents

Nose Bleeds

1. Keep in sitting position
2. Apply ice or cold cloth to bridge of nose and back of neck
3. Pinch nostrils together below bridge of nose

Puncture Wound

1. Wash with PhisoHex and water
2. Apply sterile dressing
3. Contact parents

Slivers

1. Do not remove unless protruding above skin surface
2. Do not probe wound
3. Wash with PhisoHex and water
4. Apply sterile dressing

Sprains

1. Apply ice
2. Elevate injured part
3. See doctor

Unconsciousness or Shock or Severe Head Injury

1. Loosen clothing
2. Cover with blanket - keep warm and comfortable
3. Nothing by mouth
4. Keep in lying position
5. Seek medical help

Poisoning

1. Call doctor, hospital, poison control center or rescue unit
2. Dilute poison by giving water
3. Make student vomit, but not if:
 - a) Student is unconscious
 - b) Swallowed substance is corrosive
 - c) Swallowed substance is a petroleum distillate
4. Take student to hospital. Also take package or container

Diabetic Reaction

1. Insulin shock - (too little sugar) = Give sugar solution orange juice - call physician
2. Insulin coma - (too much sugar) - transport to physician or hospital

Cross Reference: 453.1

Reviewed: 2004