

## Administrative Procedure 315

---

### ILLNESS OR INJURY OF STUDENTS

#### Background

The Division endeavours to provide a safe environment for all students; however, there are circumstances where students become ill or injured.

In treating the illness or injury of students, the welfare of the student is to be the primary concern.

#### Procedures

1. Ill or injured students shall not be left unsupervised. Students who become ill or injured during the school day shall be returned home under the care of a parent or legal guardian, or responsible adult designated by the parent or legal guardian. If the parent or legal guardian cannot be contacted, the child shall be referred for medical attention.
2. If the student has suffered a serious injury, and moving the student might lead to more adverse consequences, an ambulance shall be summoned immediately.
3. Blows to the head or abdominal area may not result in readily observable injury; however, such blows must always be treated as potentially serious. Students who have received such blows are to be kept under continuous careful observation until medical attention is obtained for the student. The parent or legal guardian is to be advised of the situation and of action taken.
4. If, in the judgement of a staff member, it is necessary for a student to obtain the services of a medical practitioner/medical facility, the staff member or agent of the Board shall attempt to contact the parent or legal guardian immediately.
5. If the parent or legal guardian cannot be immediately contacted, the staff member or agent of the Board shall:
  - 5.1 Arrange for the transportation of the student to a medical facility;
  - 5.2 Attend or arrange for another staff member's attendance with the student at the medical facility;
  - 5.3 Remain with the student until
    - 5.3.1 Relieved by the parent or legal guardian; or
    - 5.3.2 Relieved by another staff member; and
    - 5.3.3 The student is discharged by the practitioner or medical facility; or
    - 5.3.4 Advised by a medical practitioner that there is no further need to remain as the treatment and safety of the student have been undertaken by the medical facility or institution.



- 5.4 Upon arrival at the medical facility, the staff member shall advise those in authority that he or she is not the parent or legal guardian of the student.
  - 5.5 Refrain from providing any consent for medical treatment of the student; and
  - 5.6 Advise the principal of the situation and action taken.
6. Consent for medical treatment shall only be given by the parent or legal guardian.
  7. A written report, describing any circumstances of any incident requiring the provision of medical services for a student, is to be forwarded from the principal to the Superintendent within five working days of the incident.

Reference: Section 18, 20, 45, 60, 61, 113, School Act  
Emergency Medical Aid Act

