

Oneida Special Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Accidents and Illnesses	Descriptor Code: 6.410	Issued Date: 04/03/03
		Rescinds: JGFG	Issued: 12/04/86

1 Parent(s) of all students shall provide an emergency information card which shall contain the following
2 information:
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- 4 1. Parents' location and phone number during the school day;
- 5
- 6 2. The name, address and phone number of the student's physician(s);
- 7
- 8 3. Directions in the event that medical treatment is needed;
- 9
- 10 4. Information concerning a student's particular physical disability or medical condition.

11 **This information should be updated** annually and will be kept on file in the principal's office.

12 If a student suffers an injury or becomes ill, the staff member in charge shall have the responsibility to
13 render first-aid or ensure that it is rendered.

14 In the event of serious injury or illness to a student, the parent(s) will be notified as to whether to pick
15 up the child at school or meet the child at the hospital. If the parent(s) cannot be reached, the student
16 will be transported to the hospital emergency room and the physician identified by the parent(s) on the
17 emergency medical authorization form will be notified of the accident. Efforts to notify the parent(s)
18 will continue until they are reached.

19 Principals will inform the director of schools immediately of any serious injuries suffered by students
20 while under jurisdiction of the school. A report of each accident taking place in a school will be filed
21 in the offices of both the principal and the director of schools. Forms for reporting accidents will be
22 made available from the office of the director of schools. In all accidents serious enough to require
23 medical attention or requiring the student to be taken home, or in all cases that the staff member in
24 charge deems desirable, reports will be made and filed as stated above.

25 No student will be taken and left at home or sent home unless a parent, or someone designated by the
26 parent(s), is at home to accept the responsibility of the student.

- 1 Parents who object to the procedures contained in this policy shall submit to the principal a written
- 2 emergency plan for his approval.