

CHAPTER 5.00 – STUDENTS

STUDENT INJURIES

5.17

The following procedure shall be followed when a student is injured at school or while involved in any school sponsored and supervised activity.

1. School staff should document all student injuries, including student reports of injuries, whether or not there is any sign of injury.
2. First aid shall be administered by the first available person with first aid training.
3. Discretion shall be used in moving a student.
4. Emergency Medical Services shall be summoned when the student has sustained a serious injury.
5. The student's parent(s) or legal guardian shall be notified as soon as possible.
6. In case of serious injury, if the student's parent(s) or legal guardian cannot be reached, the physician designated by the student's parent(s) or legal guardian shall be notified and instructions followed.
7. School staff who witnessed or investigated the accident shall complete an accident report providing a detailed description of the accident, the injury and a list of witnesses.
8. When professional medical treatment is needed or the injury results in the student's absence in excess of 2 hours, the following will occur:
 - a. a student accident claim form shall be initiated,
 - b. an accident investigation shall be conducted by the immediate supervisor
 - c. the incident shall be immediately reported to the principal.
9. The principal shall make a prompt report to the superintendent of all serious injuries.

STATUTORY AUTHORITY:

1001.41; 1001.42, F.S.

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LAWS IMPLEMENTED:

1001.43; 1006.07; 1006.08; 1006.09, F.S.

HISTORY:

**ADOPTED:
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