

ACCIDENTS

- (a) In case of accidents or illness which in the opinion of the Principal require immediate medical care, first aid shall be rendered and the school nurse called. The parents shall be notified, if possible, for direction. If the parents cannot be reached quickly, and the Principal considers the case serious, the Police Department shall be called to convey the pupil to hospital. Where the Police cannot be obtained immediately, the Principal shall have the authority to call a private ambulance if he deems it urgent. The parents shall be notified of such action as soon as possible thereafter.
- (b) In the case of minor accidents, first aid shall be rendered and the patient kept under observation. If necessary, the pupil shall be sent home accompanied by a reliable older pupil or, preferably, a teacher. If there is any doubt as to the ability of the pupil to walk, a taxi shall be called through the Secretary-Treasurer's department at the School Board Office. The Secretary-Treasurer's department will order the taxi and the Board will assume responsibility for payment of the bill.
- (c) In the case of head injuries, however slight, the pupil shall be made to lie down at once for at least an hour having someone responsible with him to observe his condition. If the pupil complains of headache, dizziness, nausea, or seems dazed or vomits, the Police Department shall be called as in (a) above and the parents notified.
- (d) If a pupil is sent home after an accident, care shall be taken to make sure that one of the parents or some other responsible person is at home. If the parent is not available, it may be possible to secure the assistance of a neighbor.
- (e) As soon as an accident occurs an accident report, in duplicate shall be made out. One copy of this report shall be forwarded to the office of the Superintendent.
- (f) If the accident occurs as a result of conditions at the school which can be corrected, it shall be the responsibility of the Principal to remedy the situation or report the condition to the proper authorities.