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**EXPLANATION: ILLNESS AND INJURY RESPONSE AND PREVENTION**

**MSBA has revised this policy for clarity and has updated the section on CPR to reflect current law requiring CPR instruction for students.**

*MSBA recommends that copies of this document be routed to the following areas because the content is of particular importance to them. The titles on this list may not match those used by the district. Please forward copies to the district equivalent of the title indicated.*

	Board Secretary		Business Office		Coaches/Sponsors
	Facility Maintenance		Food Service		Gifted
	Human Resources	X	Principals		Library/Media Center
X	Health Services		Counselor		Special Education
	Transportation		Public Info/Communications		Technology

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## ILLNESS AND INJURY RESPONSE AND PREVENTION

~~District personnel will provide appropriate first aid and emergency treatment, including the administration of emergency medications, and contact emergency medical services (EMS) when appropriate, for any individual who is injured or becomes ill while on district property, on district transportation or at a district activity. Further medical attention, including the cost of services provided by EMS, is the responsibility of the individual unless otherwise required by law.~~

The Board expects district staff to appropriately assist any individual who is injured or becomes ill while on district property, on district transportation or attending a district activity. Such assistance may include providing first aid or emergency treatment if the staff member is trained to do so or contacting emergency medical services when appropriate.

### Liability

In accordance with law, any qualified employee will be held harmless and immune from civil liability for administering emergency medications, cardiopulmonary resuscitation (CPR) or other lifesaving methods in good faith and according to standard medical practice. A qualified employee is one who has been trained to administer medication or medical services according to standard medical practice. Procedures for handling emergencies will be established and distributed in each school building.

### Training

The Board encourages the superintendent or designee to provide employees training in first aid and emergency treatment, particularly in buildings where there are medically fragile students.

The superintendent or designee, in consultation with the school nurse, is authorized to implement a program to train students and employees in CPR and other lifesaving methods. ~~If~~ CPR instruction is will be provided to students in grades 9–12, instruction will be based on a program established by the American Heart Association, the American Red Cross or a similar nationally recognized program and will be delivered as required by law.

### Incident Reports

Employees must report all work-related injuries and illnesses to their supervisor immediately and will be required to provide the details of the injury or illness in writing. Staff who witness any injury or observe the onset of a serious illness on district property, on district transportation or at a district activity will prepare a written incident report on the incident report form available in each building. A copy of the incident report form will be filed with the appropriate designee as soon after witnessing the event as possible.

The superintendent is charged with providing the Board periodic statistical reports on the number and types of injuries occurring on district property or at district activities as well as information on individual accidents or injuries when Board action on the matter is required.

**Protective Equipment**

The superintendent or designee will continuously review job descriptions and district activities to improve safety in the district. The district will provide protective equipment when it is required by law or when it is determined by the superintendent or designee to be necessary to maintain district safety standards. In accordance with law, students, staff and visitors must wear eye protective devices in vocational, technical and industrial arts courses and laboratories involving chemicals, welding, construction, vehicle repair or other activities as designated by the district. When protective equipment is provided, all persons are required to use the equipment as directed. Failure to do so will result in disciplinary action, including removal from school property or the activity requiring protective gear.

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***Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.***

Adopted: 02/12/2007, eff. 07/01/2007

Revised: 08/08/2011; 09/09/2013;

Cross Refs: GBEA, Workers' Compensation  
GBEBA, Drug-Free Workplace  
JFCA, Student Dress Code  
JHC, Student Health Services and Requirements  
JHCD, Administration of Medications to Students  
JHCF, Student Allergy Prevention and Response

Legal Refs: §§ 167.621, .624, .630, .635, 170.005, .310, RSMo.

Raytown C-2 School District, Raytown, Missouri