

## **SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

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*Section*                   SCHOOLS AND STUDENTS

*Policy Name*           ADMINISTRATION OF FIRST AID

530

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*Board Approved*   June 26, 2018  
                          September 18, 2012  
                          December 4, 2007

*Reviewed:*   June 5, 2018  
                          September 4, 2012

*Review By:*   December 2023

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### **POLICY**

To ensure that any person on Campus, or on a school field trip, who is in need of Emergency First Aid Treatment will receive such treatment promptly and efficiently, preferably by a qualified person.

To ensure that schools operated by Superior-Greenstone District School Board supply and maintain First Aid Kits/Stations and has workers who are qualified and trained in First Aid procedures in the school at all times, as required under the Workplace Safety and Insurance Board (WSIB) Regulation 1101 First Aid Regulations.

In this policy “First Aid” means treatment provided by a trained staff member in response to an incident.

### **PROCEDURE**

- 1.1     For illnesses or accidents during school or work hours, the Principal or designate will ensure that first aid is administered as may be required.
- 1.2     If a student is involved, the parents or guardians of the student will be notified as soon as possible. If a staff person is involved, the next of kin, if known, or other family member will be informed.
- 1.3     All staff accidents will be reported immediately to the School Principal or designate.
- 1.4     Schools will comply with WSIB Regulation 1101 with respect to First Aid Kits/Stations requirements.

<p>References</p> <p>Policy 524 – Sabrina’s Law Anaphylaxis Anaphylaxis Procedures Handbook School Emergency Procedures Plan Medical Preparedness and First Aid Procedural Guideline School Field Trips – Medical Preparedness and First Aid Procedural Guideline Policy and Management Guideline 505 – Field Trips and Excursions Policy and Management Guideline 541 – Concussion Policy 542 – Ryan’s Law: Ensuring Asthma Friendly Schools</p>
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