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## **POLICY SECTION 803: Prevention of Accidents at School**

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### **POLICY**

The Ahkwasahsne Mohawk Board of Education believes that it is the responsibility of the Principal and staff of the school to take every reasonable precaution to prevent accidents stemming from school activities which might result in injury or harm to students, employees or visitors.

### **GUIDELINES**

1. The Principal and school staff assume direct and continuing responsibility for:
  - a) maintenance of safe conditions;
  - b) prompt reporting for correction of hazardous conditions and practices affecting persons, activities or facilities under their jurisdiction; and
  - c) performance of all other specifically assigned accident prevention responsibilities.
2. Students shall assume the direct and continuing responsibility for:
  - a) compliance with safety rules and the instruction of school personnel;
  - b) use of all required safety devices, safeguards, and personal protective equipment;
  - c) prompt reporting of all accidents, injuries, hazardous conditions, and hazardous practices.
3. It shall be responsibility of the parents to advise the school of medical problems suffered by their child and the procedures to be followed in the event of an emergency.
4. It shall be the responsibility of the Principal to ensure that appropriate portions of the above regulations are presented to students, parents, teachers, and other school personnel. Ideally, this should be done during the first month of each school year.
5. Once aware that an accident involving injury to a pupil or other persons has occurred, the Principal or the teacher in charge becomes responsible for taking the necessary steps in dealing with the victim of the accident.
  - a) The nature and extent of the injury must be ascertained. Teachers are advised to use extreme caution when administering first aid.
  - b) When necessary emergency measures have been taken, a parent or guardian should be contacted and advised of the injury and action taken. Subsequent action should be in accordance with parental wishes.



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- c) In the event that a parent or guardian cannot be contacted, the Principal or teacher in charge would be expected to act in place (in loco parentis), and take such action as deemed advisable under the circumstances.
  - d) No Board employee shall offer consent for medical treatment.
6. The Principal must maintain accurate records of accidents occurring on school grounds or at any school-related activities. A *Report of Accident at School* form is provided for this purpose.
7. An accident report shall be completed within twenty-four (24) hours of the accident taking place, and a copy must be immediately sent to the Director of Education.