

**ABERDEEN SCHOOL DISTRICT #58****HEALTH RECORDS**

Each school within this district will maintain the following health records for each student:

1. A record showing the medical history and pertinent information relating to immunizations; and
2. Information setting forth:
  - a. The name of the family doctor;
  - b. The name of a contact person in case the parent/guardian cannot be reached in an emergency;
  - c. Any physical or medical condition the student might have that may require school personnel attention;
  - d. Authorization from the parent/guardian to obtain emergency medical attention if the parent/guardian is not available.
3. A health care plan for any student who has a medical condition that requires administration of medications at school.
4. Record of medications administered at school and emergency care provided to the student.

**EMERGENCY CARE**

All employees of this district will protect the health of the public school students and will take reasonable measures to provide for the emergency care of any student that becomes ill or is injured on school property, during school hours, or at a school-sponsored event.

In the event of an emergency, the staff members in the immediate vicinity will take reasonable action to provide first aid and contact the principal or designee.

The principal or designee will contact the parent/guardian or emergency contact to notify him/her of the injury or illness and request that the individual come to the school, if the student appears to require medical care or needs to go home.

If unable to contact the parent/guardian or the individual listed as the emergency contact for the student, and the principal or designee determines that immediate medical care is necessary, the principal or designee will call 911.

The district is not responsible for the cost of any medical care provided to the student by a health care provider or the cost of transporting the student for the purpose of obtaining such medical care.

The district will maintain a record of any injury or illness, and the emergency care and other actions taken by staff members in response to the incident.

#### PRECAUTIONS AGAINST CONTACT WITH BODILY FLUIDS

All district employees and volunteers will take all reasonable precautions to avoid direct contact with blood, blood products, or other infectious bodily fluids of any person.

Whenever district employees or volunteers are required to assist ill or injured persons, the following procedures must be followed to minimize direct contact with blood or bodily fluids:

1. Appropriate barrier precautions will be used when contact with blood or other bodily fluids is anticipated. Gloves will be worn whenever blood and bodily fluids, mucous membranes, or non-intact skin must be touched. Gloves will also be worn when handling items or surfaces soiled with blood or bodily fluids. Gloves are for a single use and then shall be discarded consistent with universal precautions.
2. Hand and other skin surfaces will be washed with soap and water immediately and thoroughly whenever contaminated with blood or other bodily fluids.
3. Extra precautions will be taken to prevent injuries caused by needles or other sharp instruments or devices and for disposal of such items.
4. Soiled clothing, uniforms, and linen will be handled as little as possible so as to prevent microbial contamination of air and other persons. Contaminated clothing and cloth materials will be washed separately using hot water and detergent. Dry cleaning will also inactivate known pathogens.
5. Surfaces that are contaminated with blood will be decontaminated with appropriate products made for this purpose. Care should be taken to avoid contaminating the solution or the container of the solution. Sufficient contact time (three (3) to five (5) minutes) should be allowed to ensure surfaces are adequately disinfected.



#### LEGAL REFERENCE:

Idaho Code Section 33-512(4)

*Czaplicki v. Gooding Joint School District*, 116 Idaho 326 (1989)

*Doe v. Durtschi*, 110 Idaho 466 (1986)

Idaho State Department of Education  
HIV/AIDS Policy Guidelines

**ADOPTED: April 20, 2011**

**AMENDED:**