


This manual is intended to help school personnel respond safely to more common illnesses and injuries occurring in schools until parents, first aid-trained staff, health professionals, or emergency response personnel arrive. The general guidelines are applicable to all illness and injury situations and thus are stated only once in this text. Although written primarily to assist ill and injured students, these guidelines can also be used with ill and injured adults in the school environment.

The symptoms and actions provided in this manual are not all inclusive. Symptoms needing your immediate action are flagged with the symbol . When seeing this symbol, move immediately to call for help (EMS/9-1-1, school nurse, first aid-trained staff). This manual is written with the assumption that a school nurse or first aid-trained staff is always available and in the building. Your resources will help you determine whom to call for help. **Always assume you need the assistance of the Emergency Medical System (EMS/9-1-1) when you observe severe breathing or bleeding problems.** Otherwise, you will generally call for your school nurse and then your trained first aid providers. Directions you receive from EMS (9-1-1) or your school nurse will always supercede these written guidelines. This manual **is not intended as a substitute** for an authorized first aid program, bloodborne pathogen training, or medical diagnosis or treatment. Neither the Multnomah Education Service District (MESD) nor the Health & Safety Institute (HSI) makes any expressed or implied warranties regarding the use of the information in this manual beyond its intended use.

Students with conditions that put them at risk for life-threatening condition, e.g., technology-dependent conditions and diabetes, should have emergency care plans developed by the school nurse along with the parent and physician. Pertinent school staff should receive appropriate training to be able to respond safely to these students' special health needs at all times during school activities.

Remember also to plan for assisting persons with temporary and chronic physical disabilities, e.g., crutch walking and blindness, in the event of a school-wide emergency, and to have a plan in place for managing multiple and catastrophic casualty events.