

### STUDENT ACCIDENTS

1. Within Turtle Mountain School Division each worksite will include staff who have received current First Aid training. This training will be provided by the Division, and will recur as required.
2. First aid shall be rendered in cases of accidents or illness which, require immediate medical care. The parent(s)/legal guardian(s) shall be immediately notified. The principal or designate shall have authority to call an ambulance if he/she deems it necessary. The parent(s)/legal guardian(s) shall be notified of such action as soon as possible thereafter.
3. In cases of a minor accident, first aid shall be rendered and the student kept under observation. If necessary, the pupil shall be sent home accompanied by a teacher or other employee.
4. When a pupil is sent home after an accident, care shall be taken to make sure that one parent/legal guardian or some other responsible person is at home to look after him/her.
5. As soon as an accident occurs, an accident report will be completed and submitted electronically by the school to the insurance brokers. The Secretary-Treasurer will receive an electronic copy of the report from the insurance brokers.
6. If the accident occurs as a result of conditions of the school which can be corrected, it shall be the responsibility of the principal to remedy the situation or report the condition to the proper authorities.