

**Palos Heights School District 128**  
12809 S. McVicker  
Palos Heights, IL 60463

**Medical Emergencies on School Property  
or During School-Sponsored Activities**

1. School authorities are responsible for providing adequate emergency health assistance and first aid in cases of injuries or illness until parent/legal guardian or his/her representative arrives to assume responsibility.
2. In the absence of a school nurse, responsibilities for ill or injured students shall be delegated to a person trained and qualified to administer first aid. School authorities have the obligation to provide adequate facilities and properly trained staff. It is strongly recommended that school staff rendering emergency health assistance and first aid on a daily basis have current first aid and CPR certification.
3. All school personnel shall be trained in emergency treatment of choking. Choke saving posters shall be displayed in prominent areas where food is consumed.
4. The parents/legal guardians are responsible for keeping ill students at home. They are responsible for providing transportation for students who become ill at school.
5. The parent/legal guardian and the school principal shall be notified immediately when a student becomes ill or suffers an injury.
6. When immediate medical attention is needed, call emergency medical care source or student's physician and notify parent/legal guardian.
7. Parent/legal guardian will complete an emergency medical card, updated annually, which is to be kept readily available by the school.
8. The school shall maintain a list of all students with special health problems, e.g., diabetes, seizure disorder, asthma, allergies, hemophilia, etc.
9. Health care plans shall be written for all students with chronic health conditions and should be readily available in case of emergencies.
10. Written permission of the parent/legal guardian and physician is required for all students who receive daily medication and/or medical treatment.
11. Special provisions shall be provided for students with disabilities.
12. Suspected child abuse shall immediately be reported to proper authorities as required by law.
13. Any person experiencing an injury to the eye should be seen immediately by an eye doctor (ophthalmologist).