

## Board Policy

Code No. 507.4

### INJURY OR ILLNESS AT SCHOOL

When a student becomes ill or is injured at school, the school district will attempt to notify the student's parents and/or emergency contact as soon as possible. When the parent has no telephone or cannot be reached, the ill or injured child may be transported home, to the hospital, or to a doctor's office by a member of the school staff. The city's Emergency Medical Service (EMS) may also assist in this process.

The school district, while not responsible for medical treatment of an ill or injured student, will have available staff administer emergency or minor first aid if possible. An ill or injured child will be turned over to the care of the parents or qualified medical employees as quickly as possible.

In cases of emergency, the pupil shall be transported to a hospital or a doctor's office by ambulance or other convenient types of transportation. If possible the family physician listed on the office records shall be contacted.

It is the responsibility of the principal or designee to file an accident report with the superintendent within twenty-four hours after the student has a significant injury and document in the student information system for minor injuries.

Annually, returning parents are required to update the following through online registration:

- Health Services - Emergency Information
- Health Services - Medical or Mental Health Conditions
- Health Services - Medications

Parents will provide documentation directly to the school nurse regarding any and all health conditions/concerns. This information will only be shared with school officials who have a legitimate educational interest in such information.

New families shall fill out emergency contacts during online registration. Existing families shall update emergency contacts as they change by notifying the school

The superintendent is responsible, in conjunction with the school nurse, to develop rules and regulations governing the procedure in the event a student should become ill or be injured at school.

*Legal Reference:*            [Iowa Code § 613.17](#)

*Cross Reference:*        507        *Student Health and Well-Being*

Bettendorf Community School District  
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