

Administrative Directive Title: <p style="text-align: center;">Care of Sudden Illnesses</p>	AD Number: <p style="text-align: center;">6.403.1</p>	Adopted: <p style="text-align: center;">July 1984</p> Former Descriptor: <p style="text-align: center;">STU10</p>
Policy References: Board Policy 6.403 – Student Communicable Diseases	Revised: 2/14; 6/14; 7/19; 11/24	

1 The School Nursing Supervisor will be responsible for ensuring that all staff receive information on the
 2 guidelines for addressing the care of students who become suddenly ill while at school. This information
 3 will be distributed at least annually.

4 **IMMEDIATE RESPONSE**

5 If a student displays signs of sudden illness (e.g., fever, vomiting, severe headache, fainting, difficulty
 6 breathing, or other symptoms of distress), the staff member present shall:

- 7 1. Ensure the student is in a safe, comfortable position or, if the student is able to independently
 8 relocate, send the student to the school nurse’s office;
- 9 2. Notify the school nurse or designated health staff immediately;
- 10 3. If the nurse is unavailable, notify the front office to contact appropriate personnel or emergency
 11 services if needed.

12 The nurse or designated health staff will assess the student’s condition to determine the severity of the
 13 illness. Based on the assessment, the following actions may be taken:

- 14 1. Provide basic first aid or treatment as per the student’s health plan (if applicable).
- 15 2. Determine whether the student needs to be isolated from other students.
- 16 3. Contact the student's parent/guardian to inform them of the situation and determine whether the
 17 student should be picked up from school.
- 18 4. If necessary, recommend that the parent/guardian seek medical attention.

19 If the student needs to be isolated due to the risk of spreading illness (e.g., contagious symptoms such as
 20 vomiting or fever), the student will be placed in the school nurse’s clinic or other designated area under
 21 staff supervision until a parent/guardian or emergency contact arrives. Staff interacting with the student
 22 will use proper protective equipment, if necessary. The school health clinic cannot provide prolonged
 23 care or supervision of students. Parents/guardians or emergency contacts must pick up a sick child within
 24 an hour of notification.

25 **RETURNING TO SCHOOL**

26 If a student is sick with an infectious illness that would interfere with school staff’s ability to teach and
 27 care for other students, the student should stay home. Generally, students must be fever-free or symptom-
 28 free for at least twenty-four (24) hours without the use of medication, with no additional symptoms
 29 developing, in order to return to school. Alternatively, the student may have written documentation from
 30 a healthcare provider allowing the student to return to school.

31 **EMERGENCY SITUATIONS**

32 In cases where the student’s condition appears life-threatening or requires immediate medical
33 intervention (e.g., severe allergic reactions, loss of consciousness, or seizures):

- 34 1. Call 911 or emergency medical services (EMS) immediately.
- 35 2. Notify the parent/guardian as soon as possible.
- 36 3. Ensure that a staff member remains with the student until emergency personnel arrive.

37 In the event that a student requires transport to the hospital and a parent/guardian is not present, a
38 designated school administrator or designee shall accompany the student to the hospital. The
39 administrator/designee will stay with the student until the parent, guardian, or emergency contact arrives.

40 **DOCUMENTATION**

41 The school nurse will document the illness, assessment, actions taken, and communication with the
42 parent/guardian in the student’s health records. If emergency services are involved, a report of the
43 incident will be filed with the school administration.

Legal References
Guidelines for Healthcare in a School Setting,
Office of Coordinated School Health, June 2023