



AP 310 – SAFETY

BACKGROUND

The director of education or designate will prescribe practices and procedures to ensure satisfactory standards of safety and sanitation for students and others who use our facilities.

PROCEDURES

1. The principal shall have general responsibility for ensuring satisfactory conditions of health and safety in the school and on school grounds.
2. The Facilities department shall be responsible for inspections of, and corrective actions to, school buildings and school grounds as required to ensure satisfactory conditions of health and safety.
3. École Dundonald and École Lakeview schools have written protocols to mitigate added safety risks that are a result of adjoining municipal ponds.
4. In the case where a new municipal pond is constructed, written protocols to mitigate added safety risks will be written.
5. The Facilities department will respond directly and expeditiously to requests made by or on behalf of the principal to address health and safety concerns.
6. In any school emergency in which the safety of students may be involved, the principal shall take whatever immediate action may appear to be reasonable and necessary and shall notify the appropriate superintendent of education of such action.
7. Each principal shall ensure that a supply of first aid materials is available in the school.
8. In the event of an accident or serious illness the principal or designate should not hesitate to call an ambulance.
9. Teachers shall require students to wear such safety and protective equipment recommended for use in their instructional programs and other school-approved activities, where possible. The *Physical Education Program: Safety Guidelines* outlined in Administrative Procedure 211 should be followed at all times.
10. Where in the judgment of an employee or agent of the division it is necessary for a student to obtain treatment at a medical facility, the employee or agent of the division shall attempt to contact the parent or guardian immediately, if time permits, or, as soon as possible after medical assistance.
11. If the parent or guardian cannot be immediately contacted, the employee or agent of the division shall:
 - 11.1. arrange for the transportation of the student to a medical facility;
 - 11.2. attend or arrange for another employee's attendance with the student at the medical facility; and
 - 11.3. remain with the student until:
 - 11.3.1. relieved by the parent or legal guardian, or
 - 11.3.2. relieved by another employee, or
 - 11.3.3. the student is discharged, or



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- 11.3.4. advised by a medical practitioner that there is no further need to remain, as the treatment and safety of the student have been undertaken by the medical facility or institution.
12. Upon arrival at the practitioner's office or facility, the employee or agent of the division shall:
 - 12.1. advise those in authority that he or she is not the parent or guardian of the student;
 - 12.2. refrain from providing any consent for medical treatment of the student; and
 - 12.3. advise the principal of the situation and action taken.
13. The matter of consent for medical treatment shall be resolved in accordance with the procedures of the medical facilities.

Reference: Section 85(w), 175(2)(e)(m), 193, Education Act
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