

# Public Schools Branch

## OPERATIONAL POLICY

<b>STUDENTS REQUIRING MEDICAL ASSISTANCE AT SCHOOL</b>	
<i>Policy Section</i> <b>Programs and Services</b>	<i>Policy Number</i> <b>410</b>
<i>Pages</i> <b>2</b>	<i>Approved Date</i> <b>June 26, 2019</b>
<i>Reviewed Date</i>	<i>Effective Date</i> <b>June 26, 2019</b>
<b>Replaces: Interim Operational Policy 410 - Students Requiring Assistance Physical/Medical During School Hours - June 13, 2018</b>	

### 1.0 PURPOSE

- 1.1 To provide a framework in which students can receive Medical Assistance during the school day, as planned for and agreed to by the parent/guardian.

### 2.0 POLICY STATEMENT

- 2.1 The Public Schools Branch is committed to ensuring that our schools provide a safe and caring environment for students and staff. The Public Schools Branch recognizes that some students require Medical Assistance during the school day in order to attend school.
- 2.2 The primary responsibility to provide Medical Assistance to a student rests with the student's parent/guardian. Whenever possible, such assistance should be adjusted to avoid administration by school staff or during the school day.
- 2.3 Where a student requires Medical Assistance from an employee during the school day, the Public Schools Branch supports such assistance, in accordance with this policy and its procedures, provided the parent provides/ensures adequate training for the employee, if applicable.

### 3.0 DEFINITIONS

- 3.1 Medical Assistance – The administration of medication (prescription and non-prescription) or medical procedures including injections, catheterization, suctioning, tube feeding, physical therapy, AED (Automated External Defibrillator), or other intensive clinical treatment.

### 4.0 PARAMETERS

- 4.1 In accordance with the *Education Act*, teachers and principals are responsible to attend to the health, comfort and safety of their students.
- 4.2 Certain employees are designated to provide Medical Assistance to a specific student as outlined in the student's care plan, as a part of their job description.
- 4.3 The Public Schools Branch encourages other employees to provide, on a volunteer basis, Medical Assistance when it must take place during the school day and where the employee has adequate training, if required.

- 4.4 In every case, employees who provide Medical Assistance will do so according to the procedures which accompany this policy.
- 4.5 The Public Schools Branch will require parents to release all information relevant to their child's medical needs, including necessary professional medical direction. Parents will be required to sign an authorization and release of liability before the medical assistance described in the student's care plan is provided.
- 4.6 In accordance with the *Education Act*, where a student is injured or there is a medical emergency, teachers and school staff shall provide assistance to the student and obtain medical treatment if necessary. The cost of medical treatment, including ambulances, shall be borne by the student or the student's parent/guardian.

## 5.0 CROSS REFERENCE

- 5.1 Operational Procedure 410.1 Students Requiring Medical Assistance at School
- 5.2 Operational Policy 103 – Student Record
- 5.3 Operational Guideline 103.1 – Student Record Guidelines and Supplementary Appendices
- 5.4 Operational Policy 601 – Alcohol and Drugs
- 5.5 Operational Procedure 601.1 Alcohol and Drugs
- 5.6 *Education Act*
- 5.7 Minister's Directive, No. 2017-04 Procedures for Dealing with Life Threatening Allergies
- 5.8 Information Handbook on Anaphylaxis - Published by Health PEI and the Department of Education Early Learning and Culture, as amended from time to time.
- 5.9 Guidelines for Diabetes Management in Schools – PEI Department of Education Early Learning and Culture

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