

STUDENTS 5141.1

All student accidents, which require medical attention or are questionable, shall be reported to the Office of Finance and Management in the Central Office on the prescribed forms, giving details of the accident.

Administrative Guidelines

The Board of Education requires that a copy, either paper, fax or electronic, of a “Student Accident Report” be filed with the Office of Finance and Management on all student accidents occurring in school, on school grounds, when students are going to and from school and/or off school grounds when participation in authorized school activities, which requires medical attention. This report must be filed within twenty-four hours of the accident. The original form should be kept in the school office, specifically in the student’s Cumulative Health Record.

Adopted: March 25, 1974
Revised: May 14, 2018