



AMBULANCE

POLICY

Rationale:

- At times of accidents or illness, the school may be required to call an ambulance to transport a staff member, student or community member to hospital. As the ambulance service is a potentially expensive option for families, and is a vital community resource, processes for requesting the attendance of the ambulance service must be followed.

Aims:

- To ensure that all members of the school community understand the school's position and processes regarding the attendance of the ambulance service.

Implementation:

- All staff and families will be encouraged to be members of the ambulance service, with reminders and membership details being printed in the school newsletter.
- At times of accidents or illness, the staff member/s in attendance will make a decision as to whether or not they should request the attendance of the ambulance service. This may occur prior to consultation with families if deemed necessary by the staff member.
- In doing so, the health and safety of the patient will be the only determining factor. Ambulance membership, or potential costs to families, will not be a point of consideration. Such a decision will always be made with a conservative 'better safe than sorry' attitude.
- Parents/Guardians (or next-of-kin for an adult) will always be contacted as soon as possible so that they may be in attendance when the ambulance arrives.
- A safe entry point will be made available for the ambulance.
- Students will be kept away from any accident scene.
- The school's administrative staff will ensure the injured student or staff member's personal contact and health details as appropriate are printed and made available to ambulance officers upon arrival.
- A familiar teaching staff member will always accompany a student to the hospital if the attending ambulance officers approve, and an appropriate family member is not available.
- Staff members accompanying a student to hospital will be collected by a representative of the school, by another adult, or will be returned to school via taxi, which will be paid for by the school.
- The Principal/teacher in charge will ascertain which hospital the patient is being transported to, in case there is a need to: inform parents/guardians or next of kin; or they have to arrange the collection of the accompanying staff member.

Evaluation:

This policy will be reviewed as part of the school's three-year review cycle.

This policy was last ratified by School Council in June 2015