



PROTOCOL FOR CONDUCT OF THE INFIRMARY SERVICE

When a student has a serious accident, or a health problem (fever, vomiting, diarrhea, ...) that requires the intervention of the parents, they will be informed by the school infirmary.

For this reason, it is essential that parents update the general information that they give to the school.

Infirmary:

The official opening hours of the infirmary are the following :

Monday	Tuesday	Wednesday	Thursday	Friday
7h45-11h30	7h45 - 11h30	7h45 - 11h30	7h45 - 11h30	7h45 - 11h30
12h - 16h00	12h - 16h00	12h - 14h00	12h-16h00	12h -16h00

We do not treat injuries that have occurred outside the school.

Parents are asked to keep sick children at home for health reasons. We encourage parents to take care of the small problems of daily life (sore throat, warts,...) at home with their doctor.

Parents are asked to report immediately to the infirmary any medical conditions that their children are suffering from (asthma, diabetes,...).

The school infirmary is only equipped to provide first aid.

Procedure to be followed according to different cases

A. Serious emergency

Faced with this situation, students must be transferred without delay to the hospital.

In cases such as:

- Cardiac and respiratory arrest
- Head trauma
- Open fractures
- Severe asthma attacks
- Anaphylactic shocks



The infirmary will provide first aid and will call an ambulance. Then the parents will be alerted and in case of accident, the infirmary will fill a statement.

The ambulance generally takes the pupil to the nearest hospital and where there is pediatric emergency (usually it is “CHU Saint-Pierre” or “Hôpital Molière”).

B. Standard emergency

In certain cases, the pupil will require hospital care but doesn't require an urgent transfer to hospital by ambulance.

For example:

- Different contusions in the extremities or different body parts that require radiological exam
- Injuries with cuts requiring stitches
- Suspected closed fractures

The student will be treated for first aid at the infirmary, and then parents will be notified. They will have to come and pick up their child and take him to the hospital of their choice.

C. States of health which require a medical examination-not urgently at the doctor

A first examination will be carried out at the infirmary. The nurse will telephone the parents to ask them to come and get their child as quickly as possible. The pupil will wait at the infirmary, however, we are not equipped to keep children for several hours.

Such cases as:

- Vomiting
- Diarrhea
- Earache with fever
- Pink eye

D. The treatment of minor accidents

In certain cases the school nurse herself will give medication (low fever, headache,...) to a pupil after having called his/her parents. We will observe the pupil and if his/her condition doesn't improve, we will contact the parents so that they come and get their child without delay.

The treatment of minor accidents can be carried out at the infirmary without any other procedure (for example: bleeding nose, bruising, Fall on the head without loss of consciousness and without aggravating symptoms ,...). Please, check your child's agenda to see if a note has been put to continue the surveillance at home.



In all cases, it is the infirmary staff who will be charged with administering the first aid following accidents and which will proceed, to do whatever they judge appropriate according to this protocol.

We request the collaboration of the parents in order to achieve the final objective of this protocol, which is to offer maximum security to our student.

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