

## First Aid

For district-side emergency preparedness, consult the Emergency Preparedness Guidelines, First Aid Procedures Manual, and Communicable Disease Manual for specific instructions.

Classroom First Aid Kit:

- a. Elementary Level-one to all teachers.
- b. Secondary level-one to areas considered potentially hazardous or as desired (Home Economics, Science, Shops, P.E., Art, Cafeteria, and others as needed).

Basic supplies should include: (sample)

Band –Aids  
Cleansing agent (dilute Ivory soap)  
½ inch tape  
2x2 gauze squares  
Cotton balls  
2 pair gloves  
(Optional: safety pins)

First Aid Procedure:

1. Minor or superficial skin injuries.
  - a. Wash well with cleansing agent and water, rinse well.
  - b. Apply sterile dressing, if needed.
2. Extensive or puncture wounds:
  - a. Send student to office, accompanied by another person
  - b. If serious injury, do not move but ask office to send stretcher for student.
3. Return Kit to nurses' office for refill of supplies

Field Trip Kit Contents

Band-Aids	Quick Cold Packs
Soap-Liquid	Handi-wipes
Cotton Balls	Sling
Tape, in Dispenser	Accident/Injury Forms
Eye Pads	Disposal Bag
Non-Stick Dressing Pads	Head Injury Forms (to send home with student)
Latex Gloves	

### California Education Code, Section 32040, states:

“Duty to Equip School with First Aid Kit. The governing board of any school district, superintendent of schools, or principal in whom is vested the administration or supervision of any public or private school in the state shall equip the school with a first aid kit, whenever any pupils of the school are conducted or taken on field trips under the supervision or direction of any teacher in, or employee or agent of, the school.”