

15 MIN GUIDE FOR NON-URGENT NEEDS:

- Teachers, please make attempts to help or have students self-treat in the classroom for these and other minor issues. Most high school age students will be able to self-treat.
- If the steps below do not help after 15 min, contact clinic to send the student to see the nurse.
 - **Stomachache** (including nausea) - send to bathroom, small sips of water, do NOT allow large volumes of food or liquid, eat dry snacks (i.e. crackers, mints), rest and focus on slow deep breathing.
 - **Minor scrapes** (i.e. paper cuts, skinned knees) - students should cleanse with soap and water if soiled then apply bandaid or covering if skin is broken.
 - For **minor bleeding wounds** - have students use clean gauze to apply firm and steady pressure (no peaking) to wound for several minutes before applying bandage. For more heavy (not severe) bleeding, it may take 3-5 minutes of pressure. However, if bleeding continues after 5 minutes or wound is larger than what a bandaid would cover, you may send to the nurse.
 - **Nosebleeds** - provide gauze, tissue or paper towel; have student apply FIRM and STEADY pressure for several minutes to their nose without letting go (just squeeze nose like jumping in a pool), do NOT have them tilt head back. Encourage them to not swallow any drainage as it may cause a stomachache. If bleeding persists after 5 minutes of pressure or has saturated the gauze or towel provided, give another tissue/gauze and you may send to the clinic. If it resolves in class, have the student go wash their face/hands if needed.
 - 1st aid kit contains small cotton rolls for “stuffing” the nose if needed which helps with applying pressure on the inside. If they use the rolls, do not let them remove them unless bleeding has stopped for 5 minutes.
 - **Headache or dizziness** that just began - rest, encourage hydration, apply cool compress (wet paper towel), have a snack. If not improving in 15 min send to the nurse.
 - Requests for **ICE**--we do **not** ice for previous injuries (i.e. more than 24 hours old) unless we have a Dr. note. If for a sudden injury or severe, you may send to clinic or call nurse to come access. Most minor discomforts are transient and will be Ok without ice.
 - Need for **feminine products**--you have been provided a few, if you do not have any, see the receptionist or AP secretary.
 - **Dry or itchy skin** - cool compress with wet towel
 - **Tired or sleepy students**--the clinic is NOT a sleep area for students. Have them drink water or move around the classroom.
 - **Hungry** or No Breakfast - clinic does not have food to give to students. Sorry.

Do NOT touch any blood or body fluids that do not belong to you without gloves

URGENT NEEDS

- For these urgent (not EMERGENT) needs, contact the clinic prior to sending student.
 - Minor **asthma, breathing** problems (if severe, this would be considered EMERGENT)
 - **Minor Allergic reactions** i.e. itchy skin, etc. (if severe, this would be considered EMERGENT)
 - **Head injury**
 - **Vomiting**
 - **Dizziness/headache** following recent head injury
 - **Injury** caused by another person - notify admin as well.
 - Known **medical conditions** (diabetes, severe allergies, cardiac, etc.)
 - **Eye or Tooth** injury
 - **Moderate to severe injury** that causes swelling/bruising/deformity/pain

EMERGENCIES

- For EMERGENCIES - **Call and/or Walkie Clinic/Front Office IMMEDIATELY, Admin & SRO will also be notified.** Be prepared to provide the name of student/staff, location, and describe emergency (Do NOT just say “need you” and hang up). Here are examples of EMERGENT needs:

****DO NOT HESITATE TO CALL 911 YOURSELF IF NEEDED**** but be sure to notify nurse and/or admin ASAP

- Fainting or unconscious
- Difficulty waking a student
- Difficulty breathing or bluish lips/face
- Injuries with suspicion of a break
- Severe head or neck injury (i.e. large fall)
- Seizures
- Life threatening allergic reaction
- Diabetic emergency
- Cardiac emergency

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