

# Reglamento de Enfermería

## Canchas Deportivas



## **Sports Fields Nursing Regulations**

Craighouse School has three infirmaries located throughout the school: the Respiratory Infirmary, located in Darling Hall; the Trauma Infirmary, located between platforms 6 and 7; and the Quincho Sports Field Infirmary.

The Quincho Sports Fields Infirmary is located on the Craighouse sports fields and is fully equipped to deal with both medical and traumatic incidents during physical education classes, extra training sessions, practices, and tournaments.

First aid is provided by a paramedic, who covers the hours required by the Sports Department, requested annually.

To ensure that the care provided to students is of high quality, efficient and effective, the paramedic maintains close contact with the other school infirmaries, either by telephone or radio.

For tournaments and sporting events held on or off the school grounds, the school works with external health personnel who are adequately equipped and prepared to provide immediate first aid, whether for medical or traumatic events.

### **Care procedure**

The Craighouse School Sports Fields Infirmary serves all students from Year 1 to Year 12 and is fully equipped with everything required to provide the necessary first aid in an emergency. It has the necessary supplies to care for students who come to the infirmary for medical or traumatic reasons, as well as three of the school's nine automatic external defibrillators (AEDs), which are located in different areas of the sports fields.

To treat symptoms, only sprays, ointments, gels or drops such as Arnikaderm, Arnika Sport Spray, Calorub, Foille, artificial tears, Hedra Helix (Abrilar), mouthwash and physical measures are used to relieve discomfort.

The criteria for action in the event of a medical or traumatic cause in the Sports Fields Infirmary are the same as those used in the other school infirmaries.

### **In case of illness from Y1 to Y12**

Any student who is on the school sports fields and shows symptoms of illness must go to the Sports Field Infirmary during the sports day to be evaluated and treated by the paramedic. The paramedic must then record the procedure in the Alexia system, under the "Medical Report" tab, which will generate a proof of care for the student, which will be sent to the parents via email, eliminating the need for physical proof of care.

If the student presents symptoms that require rest, such as fever, gastrointestinal symptoms (abdominal pain, vomiting, diarrhoea), headache, persistent pain, etc., the paramedic will call the parent or guardian, who must come to the school as soon as possible to pick up the student and monitor their progress at home. The student will be picked up at the infirmary, after the guardian has coordinated with the paramedic.

In the event of symptoms that suggest a possible illness requiring medical evaluation, the paramedic will ask the parent or guardian to take the student to the appropriate medical service. If they are unable to attend in person, they must authorise via email to [enfermeria@craighouse.cl](mailto:enfermeria@craighouse.cl) with a copy to the section, that another responsible adult will collect their child (specifying their full name).

If there is suspicion of poisoning due to a student ingesting medication during sports class, the paramedic will keep the student monitored in the infirmary and notify the coordinating nurse, who will contact the section and the training department. In addition, the parents will be contacted by telephone to inform them of the situation. The infirmary will monitor the affected student until they are transferred by ambulance to Clínica Alemana, the nearest emergency service.

School insurance only covers accidents and does not cover medical conditions; therefore, if a medical emergency is suspected, the paramedic will contact the parent or guardian and inform them that, according to school protocol, their child will be transferred by land (ambulance) or air (helicopter), depending on the severity of the situation and as indicated by the Clínica Alemana's rescue service. The parent or guardian may then decide to transfer their child to another healthcare centre.

The paramedic, in accordance with what has been discussed with the guardian, will contact Clínica Alemana and inform the Nursing Coordinator, Head of Sports, Risk Prevention Officer and Guard Coordinator that the student will be transferred by the Clínica Alemana rescue unit and will be accompanied by the paramedic or nurse. in the event that the guardian is not present.

The Risk Prevention Officer and Guard Coordinator will help coordinate clearing the area and allowing the rescue vehicle to enter.

If the transfer is for medical reasons and not due to trauma, the ambulance transfer will be free of charge and the medical care provided will be paid for by the patient or their parents.

It is not permitted to transport students outside the school grounds, whether in a staff member's private car or in school vehicles.

Finally, the nurse or paramedic must send an email to the respective department with a copy to the Director of Human Resources, Risk Prevention Officer, and Headmaster, informing them of what has happened.

### **In the event of trauma from Y1 to Y12**

Any student who suffers a traumatic accident during Sports Day will be treated in the Sports Field Infirmary by the school paramedic. The paramedic must then record the procedure in the "Medical Report" tab in the Alexia computer system, which will send a proof of treatment for the student via email, thus eliminating the need for physical proof of treatment.

The parents of students in Years 1 to 4 will always be notified by telephone in the event of a head or genital contusion. They will be advised to remove their child from school and assess them at home or take them to the emergency department as necessary.

In the case of Middle and Senior sections, the mechanics of the blow and the student's progress will be assessed, and the guardian will be notified by telephone if the paramedic deems it necessary.

The paramedic will notify the parent or guardian by telephone in cases where, after evaluation by the nurse, the student shows signs or symptoms suggestive of a traumatic brain injury or symptoms that do not subside with rest or physical measures.

If the accident is minor and does not warrant rest or medical evaluation, the student will be given the appropriate care and then return to sports.

In the event of accidents that require rest or medical evaluation, the parent or guardian will be called to pick up the student from school and observe their evaluation at home or transfer them to the school emergency service.

In the event of a trauma emergency, the paramedic will contact the parent or guardian and inform them that, according to school protocol, their child will be transported by land (ambulance) or air (helicopter) depending on the severity of the injury and as indicated by the Clínica Alemana rescue unit.

The paramedic, as discussed, will contact Clínica Alemana, notifying the Nursing Coordinator and the Sports Director of the transfer. The paramedic or nurse will accompany the student in the ambulance if the parent or guardian is not present.

Finally, the paramedic must complete an accident report, which will be sent to the Section, Director of Human Resources, Risk Prevention Officer and Headmaster, detailing what happened.

In the event of traumatic events during sporting events and tournaments, it is the responsibility of the paramedic in charge to decide whether or not the student should continue with the day's sporting activities, informing the parent or guardian and the teacher in charge.

In the event of a traumatic incident, Clínica Alemana provides ambulance services free of charge. However, air transport will only be free of charge if the patient is in a life-threatening condition in regions IV, V, VI, VII and the Metropolitan Region, subject to the availability of the clinic, once the patient has been stabilised.

### **Note**

In the case of sporting events (during the week or at weekends), it is the responsibility of the Director of Sports to inform the Nursing Department by email (no later than Tuesday) of the type of event, the categories that will be playing, the schedules and the sport to be played.

In the case of sports trips outside Santiago, it is the responsibility of the Director of the Sports Department to send the list of students with their RUT and date of birth to the Nursing Department at least 3 days in advance. This is a requirement requested by Clínica Alemana for subsequent school insurance coverage. The Nursing Department must send this list to the person in charge of the Accident Agreement.

In the event that the paramedic lends a student any medical equipment, such as a sling, immobiliser, etc., for medical or traumatic reasons, the student and their family must agree to take care of the equipment and return it as soon as they return to school.

## **General considerations Y1 to Y12**

### **Administration of Medication**

The infirmary is a place intended only for providing primary care for emergencies or health problems.

In the event that a student needs to take any medication for regular use (allergies, migraines, epilepsy, mood disorders or attention deficit, etc.) during sports activities at the Quincho Infirmary, the Nursing Coordinator will inform the Sports Director by email and coordinate with the Paramedic, who will be responsible for administering the dose.

The infirmary has a suitable place (furniture and refrigerator for exclusive use) to store these medications, properly labelled for each child individually.

In accordance with current Ministry of Health regulations (Health Code Articles 112 and 113), the Craighouse School Nursing Unit is not authorised to administer medication for acute conditions (headaches, menstrual pain, abdominal pain, sore throat, etc.), unless the parent or guardian provides a prescription and the respective medication in its original packaging.

The above also applies to teachers and school staff, who are not authorised under any circumstances to administer any type of medication to students.

The family is responsible for informing the Nursing Department in the event of any illness or physical or psychological condition that requires special attention or medical treatment. Therefore, they must submit an updated health form annually, or when necessary, specifying any chronic illnesses, allergies, and pharmacological treatment.

Note:

This is only a referential document and the valid, official, and legal version in the country is the one written in Spanish.

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