Education Support

American Dance

Accident Procedure - What to do When an Accident Happens

By Dance Teacher Now

Of course, you should go over the specific details with your attorney, but at a minimum the "Emergency Procedure" should contain the following points:

1. Even if the injury is minor, medical attention should be sought promptly. If the injury is serious, call the emergency medical squad or the student's parents and arrange to have the student brought to the emergency room at the hospital. You should try to avoid driving the student yourself (you might become embroiled in a car accident on the way to the hospital and thereby make matters worse.) If neither the paramedics nor the students parents can be at the scene promptly, you may have to drive the student in your car. Consult with your attorney as to whether it is advisable to drive a student to the hospital in such an event. Court cases vary greatly from state to state in their opinions of the wisdom of such action.
2. If the student's parents promise to seek medical attention, before you re-admit the student to class, you should require the parents to present you with a doctor's note showing that they did indeed seek medical advice, and the doctor has approved the student's re-admission to activity.
3. Notify the insurer of the accident if so required by your school district. Many policies require that you notify the insurer within a specific amount of time. Make sure you adhere to the time limit.
4. Avoid any admissions of liability. Regardless of how upset you are by the accident, control what you say. Under no circumstances should you look down at poor Lackluster and say, "I knew someone would fall on that slippery spot one day."
5. Never permit a student with a pre-existing injury or physical problem to participate in class unless the student gives you a doctor's note assuring you that the student will not further injure herself by further participation.
6. As soon as possible after an accident occurs, you--or the teacher in whose class the accident happened--should write a detailed statement describing the time, date and details of the accident, as well as the persons that might have witnessed the accident. Date the report, sign it, and file it away and give a copy to your principal. If a lawsuit is brought up later or a question is brought up to the school,

your version of the incident will be given greater credence if it is backed up by a statement written when the accident occurred, at a time when you were not under the pressure to slant the facts in your favor.

What to do in an Emergency

By Ema O'Teter

Your primary role in a medical emergency is to stay calm, follow the established Emergency Action Plan (EAP), and facilitate care, ensuring quick communication and access for professionals.

Establish EAP Location: Know where the EAP is posted and familiarize yourself with it before emergencies occur. It is vital to know in advance which team members have allergies or medical conditions that could impact an emergency situation.
Initial Assessment & Signaling: If a severe allergic reaction, cardiac arrest, or head/spinal injury occurs, signal for help immediately.
Activate EMS/Call 911: Immediately call for emergency services, clearly identifying the location, nature of injury, and specific directions to the scene.
Retrieve Equipment: Immediately bring/send someone to retrieve the automated external defibrillator (AED) and first aid kit (including EPI-pen) to the scene.
Clear the Area: Direct bystanders and teammates away from the athlete to provide space for medical professionals.
Guide EMS: Assign someone to meet the ambulance at the entrance and guide them to the exact location.

A proper first aid kit should contain all of the components necessary to administer appropriate first aid, as well as hold items specific to the needs of your group. It is critical that a regular inventory be taken of its contents.

First aid kit items:

Wet Wipes
Gloves
Hand Sanitizer
Bandaids
Ace Bandages
Antibacterial Ointment
Alcohol Pads
Gauze Squares
Epi-Pen
Tape
Feminine Products
Chapstick/Lotion
Tissues
Instant Cold Packs/Plastic Bags (for ice)
Paper Bags (for hyperventilation)
Plastic Trash Bag
Safety Pins

Other Emergency Situations to discuss plans for:

- Fire-on campus & away
- Severe weather (tornado, thunderstorm, flash flood)- consider indoor and outdoor scenarios, both on campus and away
- Violence/Threat: follow lockdown protocol, discuss plan for outdoor and unfamiliar situations