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The school nurse is responsible for first aid of students and staff. This includes dealing with all illness, accidents and medical emergencies. A school nurse is on duty during every school day from 08:45-16:30 pm. The nurse can be found in the school nurse office and is also reachable on phone number internally 199 and/or externally 072-5890 199 and or general email: [BER-NURSE@eursc.eu](mailto:BER-NURSE@eursc.eu).

The school nurse is ultimately is-~~pt~~ 072-5890 190

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	Caretaker	103 072-5890 103
Vincent Dreijer	Head Caretaker	100 072-5890 100
Renee Oosterwijk	Nursery Assistant	No nr
Michelle Bergler	Lab Technician	165

David Hay	Teacher	190 072-5890 190
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In the event of absence of the school nurse, a designated FA will ensure to have the 199 mobile phone and to inform school nurse visitors of the change in permanence. The designated FA carries out the FA duties of the school nurse. FA duties consist of dealing with accidents and medical emergencies.

One AAS FA is scheduled on each school day. In the event that FA#1 is absent, FA#1 informs FA#2 so FA#2 takes over the duties.

~~FA#1~~ , ~~FA#2~~ ~~FA#3~~

AM	FA#1 Roy FA#2 Vincent	FA#1 Roy FA#2 Vincent	FA#1 Roy FA#2 Susan	FA#1 Roy FA#2 Vincent	FA#1 Susan FA#2 Vincent
PM	FA#1 Roy FA#2 Vincent	FA#1 Vincent FA#2 Michelle	FA#1 Roy FA#2 Susan	FA#1 Roy FA#2 Vincent	FA#1 Susan FA#2 Vincent

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Parents give the school all necessary contact information in case of emergencies at the start of each school year or at enrolment. Taking into account appropriate levels of confidentiality, the school nurse is responsible for providing the teachers with information about students with special medical or physical needs.

The school nurse is the only staff member with access to health records in the school's management system. The school nurse is ultimately responsible for all documentation of illnesses, accidents or medical emergencies during school hours.

In the event of the absence of the school nurse, the assistants to the Deputy Directors will contact the parent(s)/guardian(s).

Minor as well as serious injuries should be referred to the school nurse promptly.

If an accident occurs on school grounds during the school day, staff should immediately dial 199 or 072-5890 199 to contact the nurse by phone or send a dependable student or other messenger to notify the nurse. Critical information for the school nurse includes the location of the injured person, the nature of the accident and extent of the injuries.

Notification and communication with parent(s) or guardian(s) in such situations shall be the responsibility of the school nurse. In the case of minor injuries, the school nurse shall use her professional judgment in deciding whether to contact the student's parent(s)/guardian(s). Where appropriate, the school nurse will advise the student's parent(s)/guardian(s) for t.4 (s)-1.3.3 (1p)-0. .002 Tc 0 Tw 1foo3





Addendum A: Notification of the Accident

Bergen N-H, date

To the parents/guardians of: (name), (class)

Dear Parents,

On (date) at (time) your son/daughter was involved in the following accident:

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