

Palos Heights School District 128

12809 S. McVicker
Palos Heights, Il 60463

Priority Action for all Emergencies

1. Keep calm.
2. Assess the situation. Be sure the situation is safe for you to approach. Examples of dangers may include:
 - Live electrical wires
 - Traffic
 - Fire or smoke
 - Gas leak
 - Violence
 - Building damage
 - Animals (insects, reptiles, dogs, spiders or snakes)
3. Give immediate attention and call 911 for emergency care for:
 - An unconscious victim
 - A victim with possible injuries to the head, neck or back
 - A victim who has stopped breathing
 - A victim whose breathing and heart have stopped
 - Severe bleeding
 - Shock
 - Exposure to chemical irritants
 - Seizures
 - Significant difficulty in breathing. The inability to swallow or speak, and/or severe swelling and generalized hives
 - Poisoning
 - Severe psychiatric emergencies, i.e. possible suicide or extremely violent behavior
4. Notify parent/legal guardian of all emergencies.
5. Notify appropriate school authority.
6. Provide written documentation of event(s).
7. **UNDER NO CIRCUMSTANCES SHOULD A SICK OR INJURED STUDENT BE SENT HOME WITHOUT THE KNOWLEDGE AND PERMISSION OF THE PARENT, GUARDIAN OR OTHER RESPONSIBLE PERSON.**