

**WALLA WALLA SCHOOL DISTRICT
LIFE THREATENING HEALTH CONDITIONS
AND EMERGENCY PLAN
CHECK LIST**

Key reminders:

1. Plan ahead, use your plan.
2. Call 9-1-1- in an emergency. When in doubt, CALL.

Check list:

- Emergency Action Plans (EAP) for ALL students with plans.
- Emergency medications.
- If district-provided food is necessary, use the Sack Lunch Order Form to request appropriate food.
- Verify district-provided food is received and appropriate for student with life threatening conditions.
- First aid trained person. _____
- Cell phone must be available (confirm coverage area for trip).
- Determine how to contact emergency services, to and from location.
- Call 9-1-1 if an emergency arises (confirm 9-1-1 is available).
- Who will call 9-1-1? _____ Who is backup? _____
- Who is in charge if supervisor accompanies student to emergency room? _____
- Where is first-aid kit? _____
- Who will call building administrator and parents? _____
- Verify ALL student health issues, and inform all participating teachers.
- Trained DISTRICT staff must be available to administer student meds.
- Remember: Parent volunteers should not be assigned responsibility for students with life threatening conditions or students needs medication.
- Bring a copy of the current classroom health query.