

Seizure Response Protocol (sample)

Seizure activity identified → Protect student from injury, note the time, and initiate actions below:

- ❖ Call 9-1-1 immediately:
 - Make call from location of incident, if possible.
 - Use speaker mode on phone, if possible.
 - Be prepared to provide EMS Dispatcher with location name and address and the entrance door number nearest to the emergency situation.
 - Don't hang up the phone until instructed to do so by the EMS Dispatcher.
- ❖ Notify front office of Medical Emergency.
- ❖ **Announcement** (□ OVER-HEAD; □ WALKIE-TALKIE) to alert trained Medical Emergency Response Team (MERT) members:

“Attention Staff and Students, We are now going into Lock-in (Verbiage for all to stay in place) for a medical emergency in Room _____. MERT team please respond.”
- ❖ Available MERT members immediately carry out assigned tasks.
 - Take AED and any emergency medical supplies and medication (if ordered) to location.
 - Inform Central Administration of Emergency.
 - Contact parents. Meet them in the parking lot.
 - Meet the ambulance. Unlock the gate/door/ direct traffic
 - Copy the medical records of the student. Provide to EMS.
 - Control the scene. Clear the area by directing uninvolved students to alternate location
 - Document emergency situation and response on Emergency Response/Incident Report form
 - Conduct debriefing session of incident and response following the event.
- ❖ Response Team members will immediately initiate the student's specific Seizure Action Plan (SAP) or “Basic First Aid for Seizures” if no SAP on file:
 - Cushion Head
 - Loosen Clothing
 - Turn on Side
 - Keep airway open, monitor breathing –
If no breathing/ineffective breathing, start CPR and use AED when appropriate
 - Don't hold down or restrict movement
 - Don't put anything in mouth
 - Time the seizure
 - Administer emergency medication (if ordered) per student's SAP
 - Ensure that 9-1-1 has been called
 - Also, remember to Document seizure activity on the “Seizure Observation Record”

PLEASE NOTE: Regardless of any other instructions or requests you have received, **always call 9-1-1 if:**

- You are unsure of what to do
- It is a first- time seizure
- The seizure lasts more than 5 minutes
- The student is having difficulty breathing
- The student is injured, pregnant, or has diabetes; or
- There is a slow recovery or more than one seizure event

When logical and possible, initiate actions simultaneously.