

# REGULATION MONTGOMERY COUNTY PUBLIC SCHOOLS

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**Related Entries:** ACG-RC, COB-RA, EBH-RA, EBJ-RA, ECJ-RA  
**Responsible Office:** Deputy Superintendent of School Support and Improvement  
Chief Operating Officer

## Reporting and Caring for an Animal Bite

### I. PURPOSE

To provide procedures for providing first aid and reporting an injury resulting from an animal bite on Montgomery County Public Schools (MCPS) property

### II. BACKGROUND

A person who receives an animal bite, scratch, or has other contact with an animal that breaks the skin requires prompt attention. Health providers recommend seeking medical help immediately for any animal bite that is more than a superficial scratch, or in the event the animal was a wild animal or a stray, regardless of the severity of injury.

The Montgomery County Police (MCP) Division of Animal Services is responsible for investigating reports of animal bites or scratches. Any questions regarding incidents involving animal bites should be directed to the MCP Division of Animal Services.

### III. PROCEDURES

- A. If a student or other individual on school property during the school day comes in contact with an animal and that animal breaks the skin, care is provided and the contact is reported, as follows:
1. The School Community Health Nurse (SCHN) or health technician assigned to the school, or principal/designee provides first aid.
  2. In the case of student, the principal/designee contacts the student's parents/guardians and advises them to consult promptly with the student's physician and the Montgomery County Department of Health and Human Services regarding medical treatment and preventive immunization. The SCHN may review immunization records, if available.

3. The principal/designee reports the incident to the MCP Division of Animal Services at 301-279-8000 and completes MCPS Form 525-2: *Student Accident Report* and contacts the Office of School Support and Improvement (See MCPS Regulation EBH-RA: *Reporting Student Accidents*).
  4. Any animal bite involving a staff member or volunteer is reported consistent with MCPS Regulation EIB-RA, *General Liability Insurance*.
  5. The MCPS Systemwide Safety Programs Unit in the Department of Facilities Management should be contacted regarding any additional concerns.
- B. If contact with an animal that breaks the skin occurs outside of the school day, the administrator/designee on duty contacts the MCP Division of Animal Services and advises the individual to seek medical treatment and preventive immunization. As soon as possible, the event should be reported as described above.

**Regulation History:** Formerly Regulation No. 525-12, April 10, 1980; reviewed April, 1988; reviewed February 17, 1995; revised March 25, 2014.