

SCHOOL DISTRICT NO. 53 (Okanagan Similkameen)

POLICY

No. F-19

Adopted: November 25, 2025

Automated External Defibrillator (AED) Policy

Preamble:

The Board of Education of School District No. 53 (Okanagan Similkameen) recognizes that there is a duty to provide care to students and staff who are at risk from a sudden cardiac arrest.

The purpose of this policy is to establish guidelines and procedures for the acquisition, maintenance, placement and utilization of Automated External Defibrillators (AEDs) across all district schools.

This policy aims to enhance the safety and emergency preparedness of students, staff and visitors by providing timely access to AEDs in case of a cardiac emergency.

Policy:

The Board of Education of Okanagan Similkameen SD53 is committed to maintaining a safe environment for everyone in district schools. Automated External Defibrillators (AEDs) will be placed in designated areas across all schools. Selected staff will receive training to operate them, and procedures will ensure the devices are properly maintained and readily available.

SCHOOL DISTRICT NO. 53 (Okanagan Similkameen)

REGULATIONS

No. F-19

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Automated External Defibrillator (AED) Policy

1. Definitions:

- a. AED (Automated External Defibrillator)** – A portable medical device used to deliver an electric shock to restore normal heart rhythm in cases of sudden cardiac arrest.
- b. Sudden Cardiac Arrest** – An abrupt loss of heart function requiring immediate medical intervention.

2. Acquisition and Placement:

- a. AEDs** shall be installed in easily accessible and clearly marked locations within each school.
- b. The district** shall maintain an inventory of all AED units and their locations.
- c. Placement** will be determined based on building layout, occupancy and activity level.

3. Maintenance and inspection:

- a. AEDs** must be checked periodically by designated staff to ensure proper functioning and readiness. Checks shall include battery life, pad expiration and overall device condition.
- b. Any issues or malfunctions** must be reported immediately to the school principal, and necessary repairs or replacements should be performed without delay.

4. Training:

- a. Designated staff members** in each school will receive training in AED use.
- b. Information on AED locations and procedures** shall be included in annual staff orientation and emergency preparedness drills.

5. Response Procedures in the case of a suspected cardiac emergency:

- a. Call 9-1-1** immediately.
- b. Send a staff member** to retrieve the nearest AED.
- c. Begin CPR** if trained and safe to do so, until the AED arrives.
- d. Follow AED prompts** to administer a shock.
- e. Continue CPR and AED use** until emergency medical services personnel arrive and take over.

After each use, the AED must be inspected and the incident reported to the school principal for documentation and device maintenance.

6. Communication and Signage:

- a.** Clear signage indicating AED locations shall be posted throughout each facility.
- b.** Maps or diagrams showing AED locations will be made available to staff and included in emergency plans.

7. Review and Evaluation:

This AED policy and regulations will be reviewed annually by the district health and safety committee and updated as necessary to ensure continued compliance and effectiveness.