

## **Policy KFD**

### **Use and Location of Automated External Defibrillators**

**School Board Approved: December 2, 2024**

The Board has acquired/purchased an Automatic External Defibrillator(s) (AED) for use in emergency situations warranting its use.

The use/administration/maintenance of the AED is subject to the following conditions:

#### **1. Location of the AED (s)**

The Superintendent, working with the building principal and school nurse, shall select and approve the location(s) for the AED(s). At least one AED shall be readily accessible in a well-marked and safe place for use in responding to cardiac emergencies, and shall not be located in an office or be stored in a location that is not easily and quickly accessible.

#### **2. Authorized Employees/Training of Users**

AEDs will only be administered by those employees designated by the Principal, in consultation with the school nurse. Employees will only be authorized after they have successfully received and completed appropriate training in cardiopulmonary resuscitation and AED use, provided by the School Nurse or his/her designee, or from another source acceptable to the School Nurse.

#### **3. Maintenance**

AEDs will be maintained by the School Nurse, or his/her designee. Maintenance shall be done according to the AED manufacturer's specifications. The School Nurse will maintain a record of all maintenance which has been performed on the AED(s).

#### **4. Registration of AED(s)**

In accordance with RSA 153-A:33, the School Nurse, or his/her designee, shall register the AED(s) with the New Hampshire Department of Safety. See sample registration forms at [www.state.nh.us/safety/ems/aed\\_public\\_registry\\_packet.pdf](http://www.state.nh.us/safety/ems/aed_public_registry_packet.pdf).

#### **5. Incident Reporting**

The School Nurse, or his/her designee, shall report all instances of AED use with the New Hampshire Department of Safety. See sample incident report forms at [www.state.nh.us/safety/ems/aed\\_public\\_registry\\_packet.pdf](http://www.state.nh.us/safety/ems/aed_public_registry_packet.pdf).

#### **6. Liability Limited**

The District, and persons administering the AED(s), shall enjoy the limitations of liability as specified in RSA 153-A:31, as well as other sources of law.

#### **Legal References**

Bureau of Emergency Medical Services, 271-4568 State of NH  
RSA 153-A:28-33

#### **District Policy History:**

First reading: November 4, 2024

Second reading: November 18, 2024

Third reading/adopted: December 2, 2024

**District revision history:** New Policy