SECTION:

ADMINISTRATIVE

EMPLOYEES

CARLISLE AREA SCHOOL DISTRICT

TITLE:

ACCIDENTS AND INJURIES

ADOPTED:

September 21, 2006

REVISED:

		346. ACCIDENTS AND INJURIES
1.	Guidelines	Any administrative employee who is injured while working on school premises must make a report of the accident if s/he wishes to be eligible for worker's compensation.
		This report should be in the office of the Director of Finance within twelve (12) hours after the accident. If the administrator is unable to report the accident herself/himself, s/he should ask someone else to do it.