

# Bus Safety

**If a bus accident occurs near school grounds —**

A teacher or adult supervisor should:

- evacuate the bus if necessary for the safety of the passengers.
- provide emergency first aid or treatment of passengers. Do not move victims unless absolutely necessary.
- call 911 by radio or telephone. Identify yourself, the type of accident, and the exact location of the accident, if possible. If the exact location is not known, identify the nearest intersection, street, road, or city. Report the extent of injuries and request medical assistance.
- notify the Principal and report all above information. The Principal should notify all personnel who need to be aware of the accident.

**If a bus accident occurs while transporting students after hours —**

The driver should first check to see if anyone is injured. The driver should then call the school and report the location of the accident. If anyone is injured, the driver should request a rescue squad. The Principal or designated person from the school will immediately make the following calls:

- to a rescue squad if requested by the driver.
- for a police/sheriff county patrol car.
- to dispatch a bus to replace the one involved in the accident.
- to designated personnel who should know of the accident.

The driver should keep all students on the bus, unless there is reason to evacuate the bus. The driver should check the student roll to obtain an accurate list of students on the bus. Injured students should be taken to the nearest hospital by the rescue squad. Parents of injured students should be called immediately. Other students should be transported back to school.

Depending on the seriousness of the accident, the Principal will inform the Parent Coordinator if the phone tree should be used.