



<p><b>Emergency Administration of First Aid, CPR, Epi-Pen</b></p>	<p>DATE: December 15, 2015</p>	<p>REVISED: August 1, 2016</p>
<p><b>Statement</b></p>	<p>Tri-Board Student Transportation Services recognizes that during the regular course of home to school transportation, it may be necessary to immediately respond to medical distress of a student(s). All bus drivers are certified in the administration of First Aid, CPR, and Epi-Pen. Should a bus driver have occasion to assist, he/she does so in applying the “in loco parentis” principle, not as a health care professional.</p>	
<p><b>Procedure</b></p>	<p>In the event of a student showing signs of medical distress during travel on the school bus, both time and safety are critical. Accordingly, the following steps will be followed:</p> <p><b>The Bus Driver Will:</b></p> <ul style="list-style-type: none"> <li>• Stop the vehicle in the first safe location and properly secure the vehicle;</li> <li>• Immediately contact the Bus Operator to request emergency services and provide the location coordinates;</li> <li>• Ensure that all passengers are safe;</li> <li>• Assess the situation and determine whether to perform First Aid, CPR or administer an Epi-Pen to the student;</li> <li>• If it proves necessary to perform First Aid, CPR, or administer an Epi-Pen do so;</li> <li>• Refer to the Medical Release of Information Form;</li> <li>• Stay with the student until the arrival of emergency services</li> </ul> <p><b>The Bus Operator Will:</b></p> <ul style="list-style-type: none"> <li>• Immediately contact 911, providing the time and location of the incident;</li> <li>• Contact Tri-Board and speak directly with a staff member;</li> <li>• Remain in contact with the 911 emergency service staff and with the bus driver;</li> <li>• Ensure that a report is completed as soon as it is</li> </ul>	

operationally feasible.

**Tri-Board Student Will:**

- Notify the school immediately;
- Provide support and guidance to the school related to the incident;
- Notify the appropriate School Board Officials of the incident;
- Be responsible for the coordination and compilation of documents regarding the incident.