



PROCEDURE A-2

SUBJECT: ACCIDENT PREPAREDNESS

SCHOOL BUS COMPANY VEHICLE INVOLVED IN ACCIDENT WITH INJURIES TO PASSENGERS

School Bus Drivers are asked to ensure any passenger(s) in jeopardy and/or requiring assistance is cared for promptly and that common sense and the "as a caring and concerned parent" attitude would prevail.

HPSTS should ensure that all bus companies have insurance for their Employees to cover their actions in special circumstances.

SCHOOL BUS COMPANY VEHICLE INVOLVED IN ACCIDENTS WITH NO INJURIES TO OWN PASSENGERS, BUT INJURIES TO OTHERS INVOLVED

- Always ensure safety of own passengers first; determine whether it is necessary to evacuate.
- Radio for immediate help following School Bus Company procedures and HPSTS Procedure B-2.
- If possible, have 3rd party stop and assist victims in other vehicle(s).
- If own passengers are safely secured, check on condition of victims in other vehicles, offering help where safe to do so, to the best of the driver's ability.

SCHOOL BUS COMPANY VEHICLE COMES UPON AN ACCIDENT, IN WHICH OWN VEHICLE WAS NOT INVOLVED

Call for appropriate help via two-way radio or cell phone as required.

School Bus Drivers should not expose own passengers to unnecessary delays or hazards such as:

1. Stopping during adverse weather conditions where the bus would not be visible to other motorists.
2. Allowing children on bus to view disturbing situations of accident victims in distress.
3. Stopping to give witness statements to authorities while passengers are still on board.

Witness statements to police can be given at a mutually convenient time, when the passengers are safe at their destination.

Last Review: March 2014

Next Scheduled Review: March 2017 or as required