

1. Policy Information

Section: Driver First Aid Emergency Response
Document Type: General
Policy Name: TG14 Drivers First Aid Emergency Response

2. Rationale

The Simcoe County Student Transportation Consortium (SCSTC) requires drivers to be trained to administer First Aid as contracted in the SCSTC operator agreements.

3. Policy Statement

It is the policy of the SCSTC that all drivers of SCSTC contracted home-to-school vehicles must successfully complete a First Aid course that includes at minimum Basic First Aid, Emergency Scene Management, CPR, Trauma and Epipen training, and that all school vehicles shall be equipped with a first-aid kit.

4. Overview

- 4.1. It is the responsibility of the parents and/or guardians to annually update any life threatening student medical information. This information is to be provided through the school Principal as identified in SCSTC policy TR03 – Responsibilities of Parents and Guardians.
- 4.2. Schools are to identify any students that have life threatening medical emergency plans to the SCSTC, the school vehicle operator and driver.
- 4.3. SCSTC contracted school vehicle operators and their drivers shall:
 - 4.3.1. establish processes to review student medical emergency plans;
 - 4.3.2. establish processes to ensure the confidentiality and security of student medical health information;
 - 4.3.3. meet with the school Principal as requested by the school to review medical emergency plans; and
 - 4.3.4. establish processes to ensure substitute drivers to the student's assigned transportation routes have access to the medical emergency plans.
- 4.4. If a student medical emergency occurs while on route the vehicle driver will:
 - 4.4.1. pull the vehicle into a safe location;
 - 4.4.2. identify the nature of the emergency;

- 4.4.3. communicate to their dispatch the nature of the emergency;
- 4.4.4. administer appropriate First Aid;
- 4.4.5. if an ambulance is required, stay with the student until the ambulance attendants assume responsibility;
- 4.4.6. maintain communication with their dispatch.

5. References

TR03 - Responsibilities of Parents and Guardians

SCDSB – APM A1420 Management, Response and Administration of Medication to Students with Life-Threatening and Non-Life Threatening Medical Conditions

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