

BOARD POLICY	
<i>Policy Section</i> TRANSPORTATION	<i>Policy Number</i> 1005
<i>Administrative Procedure Number</i> AP-TRAN-1005	<i>Page</i> 1 of 2

POLICY TITLE

Bus Accidents and Resulting Injuries

1.0 PURPOSE

The Peterborough Victoria Northumberland and Clarington Catholic District School Board is committed to the responsible and expeditious handling of any accidents and injuries on school buses.

2.0 POLICY

It is the policy of the Peterborough Victoria Northumberland and Clarington Catholic District School Board that all accidents involving a student or students and/or a school purpose vehicle, no matter how minor, shall be reported to Student Transportation Services of Central Ontario (Student Transportation Services) and the school or schools whose students are assigned to the vehicle.

3.0 GUIDELINES

- 3.1 Operators of vehicles under contract to the Board that are involved in an accident (either prior to the first pick-up or following the last drop-off), should also report the accident. This will assist staff in addressing inquiries from concerned parents and guardians, and the media.
- 3.2 In the event of an accident, the driver's first responsibility is to the passengers.
- 3.3 It is the responsibility of the operator to notify the school and Student Transportation Services immediately of the accident. The school staff will be responsible for immediately contacting each student's parent or guardian as soon as possible and advising him/her of the accident. Where school staff is not available to contact families, the bus operator shall assume the responsibility.

3.4 Once advised, Student Transportation Services will notify the appropriate Education Centre personnel (i.e. school superintendent, trustee, Communications Department).

3.5 Administrative Procedures shall reflect the philosophy of this Policy.

4.0 TERMS AND DEFINITIONS

5.0 REFERENCES/RELATED DOCUMENTS

Administrative Procedure AP-TRAN-1005, Bus Accidents and Resulting Injuries

6.0 RELATED POLICIES

Policy 1001, Student Eligibility

Policy 1002, Bus Operator Contracted Services

Policy 1003, Route Operation

Policy 1004, Safety and Conduct on School Buses

Policy 1006, Student Safety

7.0 RELATED FORMS

8.0 APPROVED BY BOARD

October 24, 2006

9.0 EFFECTIVE DATE

October 24, 2006

10.0 POLICY REVIEW DATE

October 2008

11.0 REVIEW BY

Student Transportation Services of Central Ontario