



Emergency Response Plan

The purpose of the Emergency Response Plan is to ensure a coordinated response to incidents/accidents encountered on a Walking School Bus trip. All volunteers and parents should be of the emergency response procedures for the Walking School Bus. Each school has an emergency response plan that should be used for the Walking School Bus.

The following provides a SAMPLE:

Emergency Procedure:

1. Assess the safety needs of the group and the situation – safety, injuries, environment, condition of the injured
 - a. Make sure injured student is safe (if applicable)
 - b. Make sure the group of students are safe
 - i. Remove the group from the incident site if necessary
2. Encourage students to remain calm
3. Avoid contact with blood and other bodily fluids by using latex gloves
4. Attend to injured
 - a. Identify and use people in the group who can assist and manage the incident
 - b. If enough volunteers are available on the Walking School Bus, continue on to school while one or two drivers remain with the injured student if they can not proceed
5. Call police or emergency personnel as soon as possible
6. Inform school administration as soon as possible
7. Do not talk to the media with out talking with the school.
8. Collect accurate information about incident

Disciplinary Procedure:

Consequences if a child fails to follow safety rules:

First Offence: Warning and phone call to parents

Second Offence: Suspension for one week

Third Offence: Expulsion from program

As a “Driver,” you may use discretion if offences are minor