

<b>Title :</b> <b>First Aid - CPR</b>	<b>Procedure # : 022</b>	<b>Effective :</b> <b>Nov 5, 2010</b>
<b>Section :</b> <b>Emergency Procedures</b>	<b>Page : 1 of 2</b>	<b>Retire :</b> <b>Nov 5, 2012</b>

<b>Statement</b>	STSBHN recognizes that, while transporting students, it may be necessary to perform cardiopulmonary resuscitation (CPR) or First Aid on a student in medical distress.
<b>Procedures</b>	In accordance with the following procedure, a bus driver may perform CPR or First Aid emergency procedures as required and applying the "in loco parentis" not as a health care provider.
<b>Responsibilities</b>	<p>Whenever a student appears to experience discomfort, breathing difficulties or other difficulties:</p> <p><b>The Driver must:</b></p> <ol style="list-style-type: none"> <li>1. Stop the vehicle and ensure that it is completely immobilized.</li> <li>2. Ensure that all passengers are safe.</li> <li>3. Assess the situation and determine whether to perform emergency first aid and/ or CPR on the student.</li> <li>4. Contact the dispatcher immediately to indicate the location of the incident and to request that emergency services be dispatched immediately.</li> <li>5. Watch over the student until the arrival of the emergency services team.</li> </ol> <p><b>The Dispatcher must:</b></p> <ol style="list-style-type: none"> <li>1. Confirm with the bus driver the time and location of the incident.</li> <li>2. Inform 911 emergency services, the school, and STSBHN of the students involved in the incident.</li> <li>3. Remain in contact with the 911 emergency service staff and with the bus driver.</li> <li>4. Within 24 hours following the incident, submit a report to</li> </ol>

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<b>Responsibilities... continued</b>	<p>STSBHN, describing the incident involving the use of CPR or First Aid.</p> <p><b>The School Principal must:</b></p> <ol style="list-style-type: none"> <li>1. Notify the parents or guardians of the student involved of the incident and where their child has been taken.</li> <li>2. Prepare a letter for parents/guardians to inform them about the incident that took place on the bus, for the students to take home with them after school.</li> </ol> <p><b>STSBHN must:</b></p> <ol style="list-style-type: none"> <li>1. Oversee the incident and provide guidance and support to the school and bus operator.</li> <li>2. Provide appropriate documentation to the school board of the student involved in the incident.</li> <li>3. In situations where the school can not be contacted, notify the parent/ guardian of the student involved in the incident and where the child has been taken to receive medical care.</li> </ol>
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