

<b>BOARD POLICY</b>	
<i>Policy Section</i> <b>TRANSPORTATION</b>	<i>Policy Number</i> <b>1005</b>
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## **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 the Transportation Authority 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 the Transportation Authority 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, the Transportation Authority will notify the appropriate Education Centre personnel (i.e. school superintendent, trustee, Communication Services).

3.5 Administrative Procedures shall reflect the philosophy of this Policy.

#### **4.0 TERMS AND DEFINITIONS**

##### **4.1 TRANSPORTATION AUTHORITY**

For the jurisdictions of the Board in Peterborough, Northumberland, and Clarington, the Transportation Authority is Student Transportation Services of Central Ontario, through its Chief Administrative Officer. For the City of Kawartha Lakes, the Transportation Authority is Trillium Lakelands District School Board, through its Transportation Supervisor.

#### **5.0 REFERENCES/RELATED DOCUMENTS**

#### **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**

May 22, 2012

**10.0 POLICY REVIEW DATE**

May 2017

**11.0 REVIEW BY**

Business and Finance Services  
Transportation Authority