

# **Rushford – Peterson**

## **Bus Accident**

### **Communication Protocol**

---

11/20/12

In the event of a bus accident, the R-P School District and Ready Bus Company will combine and coordinate their efforts to insure the safety of all students on the bus. In addition to the safety concerns, an all-out effort will be made to communicate what has happened. In the event of accident, information will be shared with parents about the situation and the measures being taken.

We will use the following communication protocol:

- Bus Driver will radio into the bus garage using the code to report an accident.
- Bus Driver gives his location to the Director of Transportation.
- The Director of Transportation will call 911, the School and Ready Bus Head Quarters
- Ready Bus Control Office will report to the scene of the accident.
- School District:
  - Will contact parent(s) of children being transported who need medical attention.
  - Will contact parents of students who are on the bus at the time of the accident
  - Will contact teachers—if warranted.
  - Will provide a press release to local news media.

Parents are advised not go to the scene of the accident! The medical personnel and law enforcement officials will manage the accident scene.

*Safety and communication will be the priority!*