

## **TRANSPORTATION - BUS DRIVER FIRST AID TRAINING**

### **Background**

The Division believes that student safety is enhanced by the proficiency of bus drivers in the skill of first aid treatment.

### **Procedures**

1. The Division mandates that every regular bus driver shall carry a current first aid certificate.
2. Substitute bus drivers are not required, but are encouraged, to obtain first aid training. Contact the Transportation department for first aid training arrangements.
3. Regular bus drivers must obtain their first aid certification within 12 months of being appointed to a regular route. The Transportation department will make the first aid training arrangements.
4. The Division will pay for all fees assessed related to the instructor fees and materials for any first aid training.
5. Bus driver salaries and mileage will be paid for by the Division.
6. All regular and substitute bus drivers who are certified in first aid will be offered recertification prior to the expiration of their certification.

Forms: 115-1 Expense Claim  
Timesheet - Bus Driver

Revised: May 2016