



## **IDEA TRANSPORTATION EPI-PEN POLICY**

IDEA Public Schools believes that protecting the health and safety of the students we transport is our highest priority, and in keeping with that goal, IDEA Public Schools will undertake certain steps when a medical problem arises during student transportation. IDEA Public Schools believes that the best and safest response to a medical emergency on a school bus is to call emergency response personnel who are trained to understand and respond to a variety of medical conditions. For children with known medical conditions that may require specific medical treatments.

### **In responding to a medical emergency on board the school bus:**

- The driver's first priority will be to safely remove the bus from traffic and secure the safety of all student passengers.
- The driver / monitor will follow company protocols and immediately notify 911 and school central dispatch.
- Drivers and monitors will not be administering epi-pens to students.
- The school health aide shall have the primary responsibility for the epi-pen administration.
- The school health aide shall have a designated person who can administer the epi-pen in his / her absence who has been properly trained in the administration of the epi-pen using standardized training protocols established by the state Department of Education.
- Notify Campus (Campus Transportation Manager / APO / Principal) in order for parent to be notified.
- A student incident report must be completed.

It is NOT the responsibility of the bus driver to carry or store Epi-Pen(s) or auto-injectors. The following procedure has been established for the notification of a student who may require the use of an Epi-Pen(s) or auto injectors due to a threatening medical condition. As with all medications, students are banned from sharing, transferring, or in any way diverting their own medications to other students.

### **The student's parent/guardian shall:**

- Provide the "Allergy Anaphylactic Care Plan" filled out by the prescribing physician and turn into the health aide on campus.
- Provide the "Statement of Special Diet Orders" filled out by the prescribing physician and turn into the health aide on campus.
- Parent will fill out the "Medication Policy & Administration Consent" form and turn into the health aide on the campus along with the Epi-Pen(s).

Sincerely,

David Graf  
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