

MANAGEMENT OF MEDICAL EMERGENCIES ON TRANSPORT

QUICK REFERENCE GUIDE

ROLE OF PERSONNEL ON TRANSPORT

Some pupils who travel on transport have medical conditions which may result in emergency treatment being required. Whilst there is no expectation on staff to carry out any medical intervention it is important that they are aware of the pupil's individual medical needs, how to recognise the signs of a medical emergency and when it would be necessary to call an ambulance.

Escort

- Ask the driver to stop the bus
- In the event of a seizure note the time the seizure started and if appropriate the time it stops
- Ensure the pupil is safe from harm
- Make the pupil as comfortable as possible and reassure them
- If the pupil is in a wheelchair loosen restraining straps, ensuring that the lap strap remains fastened, but do not remove the pupil from the chair
- Loosen tight clothing around their neck
- Do not restrict their movements
- Remain with the pupil at all times
- If the pupil falls to the floor at any point ease them onto their side, make them comfortable and use your knees in the small of their back to support them.

Driver

- Find a safe place stop and initiate use of hazard lights
- **At the request of the escort dial 999 for an ambulance** stating clearly the nature of the medical emergency, your exact location, the description and colour of the vehicle and the registration number.
- Phone the pupil's school for them to contact the parent / carer
- Reassure the other pupils on the vehicle

A mobile phone should be carried on transport at all times for use in an emergency

Pupils who have health care needs, which may result in a medical emergency, will always have a health care plan. This is drawn up by the school in consultation with a health care professional.

It is important that a copy of this plan is carried on transport with the pupil to ensure that in the event of a medical emergency the paramedics have all the information they need to treat the child appropriately.

Prior to the pupil being transported the escort must familiarise themselves with the content of the health care plan and be clear what constitutes a medical emergency

for that pupil. This can be done through discussion with the parents or the pupil's school.

Some pupils may require medical intervention whilst they are on transport. This will be determined by a medical professional and any necessary training offered to the escort.

Reviewed by John Lochrie, Eileen McDonnell February 2015
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