

# Condon School District 25J

Code: **EEACAA-AR**  
Adopted: 3/9/93, 4/12/94  
Readopted: 10/12/05; 11/20/08  
Orig. Code(s): EEACAA-AR

## **Bus Trip Emergency Plan**

This plan will be in affect for all trips outside of the district for **all** activities that require transporting students to/from an event. The following steps will be followed:

1. The driver of the vehicle (bus, car, pickup) will contact Mid-Columbia Bus Company of possible delay/accident. This communication will be relayed as soon as possible;
2. If high school event, the bus company will call: The superintendent, deputy clerk, or Board chair;
3. The above people will call the parents of each student and the superintendent and inform them of the delay/problem. Some parents may be asked to call certain other parents to assist the process;
4. As new information becomes available, the above people will continue to update parents as needed.