

## Tips and Check Lists for Securing Our Students on the Bus



### Check List for Harnesses

- 1) The harness is on the student with the zipper in the back.
- 2) The shoulder strap is snug to the student with the top of strap across the upper chest and the balloon is in the front.
- 3) The crotch straps are on the student correctly but not too tight
- 4) The seat mount strap is adjusted for the student to sit comfortable but securely
- 5) No straps are twisted
- 6) When attached to the seat the student is sitting snug against the seat but can still move slightly
- 7) Make sure that the straps have been back threaded to make sure that it does not move.
- 8) Secure the hip straps first then the shoulder straps
- 9) All buckles are secure
- 10) The student is secure but comfortable
- 11) No book bags or outerwear is on the student when using the harness
- 12) No one is seated behind the seat with a harness unless they are also in a harness

### Check list for proper use of Momseats

- 1) No book bags are on the student
- 2) The straps on the momseat are snug not loose
- 3) The straps are not twisted
- 4) All the buckles are secure
- 5) The chest buckle is at the armpit level
- 6) The student is secure and comfortable

### Check list for Wheelchair securement

- 1) The track for the tie downs are clean and free of debris
- 2) The tie downs are secure in the track and will not come free
- 3) The back tie-downs are behind the chair in between the wheels
- 4) The front tie-downs are outside front of the wheels of the chair at a 40 to 60-degree angle
- 5) Secure the wheelchair in the front first with 6-8 inches of webbing available
- 6) Secure the wheelchair in the rear making sure all the tie-downs are secure
- 7) Do the shake test – wheelchair is secure but not so tight as to compromise the chair
- 8) Put the shoulder/lap belt on the student – lap belt should lay against the hips and the shoulder belt should fall over the shoulder without hitting the neck or face (shoulder belt should be adjusted at the wall so that it fits the student properly)
- 9) Double check that all tie-downs and shoulder/lap belts are securely fastened
- 10) Secure any loose items – back pack, wheelchair tray, etc.
- 11) Student is secure and comfortable

Always remember to talk to the students and let them know what you are doing

Always have the back of your hand against the student when strapping them into any harness, momseat, or wheelchair