

SCHOOL BUS SAFETY PROGRAM

The safe operation of vehicles and the safe transportation of students are the primary goals of the transportation program. Safety is stressed through bus driver examination and training (Policy EEACA), school bus maintenance (Policy EEACB), and student conduct on school buses (Policy EEACC). All three components are essential to enhancing the District's transportation department safety record.

Bus drivers must obtain a commercial driver's license (CDL), attend in-service training, and comply with district established guidelines. The transportation director monitors all aspects of bus driver work and reports to the district administrator in the event if any driver's work performance declines.

Maintenance work is performed by the transportation director and district mechanic. Buses are inspected annually by State Patrol personnel. All regularly assigned maintenance is performed in a timely manner and unexpected mechanical problems are addressed as soon as possible (Policy EEACB).

Students are required to follow established safety practices (Policy EEACC) as well as those in student handbooks. Students are reminded that bus transportation is a privilege which can if necessary be taken away to insure the safety of other passengers on the bus.

To improve communications in the event of an accident a list of students assigned to the bus in order of pick-up and a second list of students in order of drop-off will be in a clearly visible vinyl pocket located in the front of the bus. Included in the front of the vinyl pocket will be emergency numbers to call in the event of an accident.

All safety measures are reviewed on a continual basis. Formal periodic meetings may be also required for some individual situations. The driver's first responsibility is for the safety and care of the riders.

In the event of an accident or breakdown, when practicable, the following general procedure should be followed by the driver:

1. Contact the bus garage immediately using the two-way radio. If the two-way radio system is inoperable, the driver should use his/her personal cell phone or any available student cell phone. If no cell phones are available, a student should be sent to the nearest telephone with a bus accident emergency instruction card to call for help. If no student is capable or responsible enough, the drivers will hail a passing motorist for assistance in contacting the bus garage.
2. Apply limited first aid to any injured riders. Keep injured riders comfortable until certified medical personnel arrive.
3. Keep students in the bus until help arrives, unless conditions require evacuation. Evacuate students using the prearranged evacuation plan. Evacuate riders to a safe place away from the road to the nearest logical shelter. Account for all riders.

4. Set out warning devices to alert oncoming traffic.
5. After medical and law enforcement personnel arrive, assist in completing all necessary accident and insurance reports including a written statement to the Transportation Director.
6. Instruct the relief bus driver to take all non-injured or slightly injured riders not requiring additional medical assistance to the nearest district school building.
7. Refrain from making any statement to the media.

Upon notification of a bus accident or breakdown, the Transportation Director will do the following:

1. Check that law enforcement and medical personnel have been contacted in the event of an accident.
2. Direct a regular or substitute bus driver or the bus mechanic to drive a relief bus to the scene of the accident or breakdown, and assist in the evacuation of riders to the relief bus.
3. Obtain the names of all riders on the bus at the time of the accident, noting whether injuries are known or apparent.

Upon notification of a bus accident or breakdown, the District Administrator or designee will do the following:

1. Proceed to the bus garage, monitor the two-way radio and/or telephone, and notify all school buildings of the situation and possible delays in bus pickup times.
2. Go to the holding station and insure that any rider claiming any type of injury be examined by certified medical personnel.
3. Contact parents of all riders on the bus providing information where riders are being held, and the extent of injuries if any. Follow parent preferences for medical attention.
4. Release all riders not claiming injury or presumed injured back to their school or destination and instruct relief bus driver to deliver them.
5. Contact insurance carrier to provide information and details of the incident and for any additional instructions.

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