

TRANSPORTATION SAFETY

The safety and welfare of pupils shall be the first consideration in all matters pertaining to transportation. The board directs the Superintendent to oversee development of regulations to govern:

- A. Pupil conduct on buses;
- B. Inservice education for bus drivers to include:
 - 1. Management of pupils;
 - 2. Safe driving practices; recognition of hazards;
 - 3. Special concerns in transporting pupils with disabilities;
 - 4. Emergency procedures on the road; accident report;
 - 5. Information on required drug and alcohol testing.

Accidents

Forms shall be provided for the immediate reporting of all incidents involving a district-owned or contracted vehicle that include any of the following:

- A. Physical injury to anyone concerned, no matter how minor
- B. Property damage of any kind, even if the financial loss is negligible
- C. Failure of any mechanical function of a district-owned or contracted vehicle during operation, even if no injury or damage results

It shall be the responsibility of the Superintendent to direct an investigation on the report and to comply with the law. The information gained shall be considered in evaluating personnel performances, and in scheduling inspection of vehicles.

TRANSPORTATION SAFETY (continued)

Drills

Emergency evacuation drills shall be conducted regularly throughout the school year to acquaint the pupil riders thoroughly with emergency situations. An emergency evacuation drill shall be held as soon as possible after the opening day of school and then at least twice a year. NOTE: IF THE DISTRICT DOES NO BUSING, SUCH A DRILL MIGHT ONLY BE NECESSARY BEFORE A FIELD TRIP. ALL PUPILS MUST RECEIVE EVACUATION INSTRUCTION AT LEAST ONCE WITHIN THE SCHOOL YEAR.

Vehicles and Equipment

All district-owned or contracted vehicles used to transport children shall be maintained in such condition as to provide safe and efficient transportation service with a minimum of delays and disruption due to mechanical or equipment failure.

All district-owned or contracted vehicles used to transport children shall conform with state standards for such vehicles and shall be equipped with all safety devices required by code and statute.

All passengers on buses equipped with seat belts shall wear properly adjusted and fastened seat belts or other child restraint systems at all times while the bus is in operation.

Bus Drivers

Drivers of all Type I and Type II school vehicles used to transport district pupils shall be licensed by the State of New Jersey as bus drivers. They shall comply with all state requirements on physical condition, criminal history clearance, etc. The district shall be in compliance with all drug and alcohol testing requirements of the Omnibus Transportation Employee Testing Act and implementing regulations and shall provide all bus drivers with required information on them (see policy 4219.23 Employee substance abuse). Bus drivers are responsible for the safety of pupils entering, riding, and departing their vehicle.

Date reviewed: May 17, 2000; May 15, 2002; June 8, 2011

Date adopted: May 17, 2000; January 21, 2004; August 10, 2011

Legal References: Use legal reference sheet.

Cross References: List your appropriate policies. See legal reference sheet for possibilities.

Key Words

Safety, Bus Safety, Transportation Safety, Pupil Transportation, Student Transportation

Legal References

TRANSPORTATION SAFETY

Mandated:

N.J.A.C. 6A:27-11.1(a) requires policies and procedures to be followed by the school bus driver in the event of an emergency.

N.J.A.C. 6A:27-11.1(b) requires policies and procedures to ensure that all bus drivers comply with applicable rules in that chapter of the code.

Other Reasons:

N.J.S.A. 39:3B-10 through -12 requires that all school buses with a chassis manufacture date of October 1992 or later must be equipped with seat belts or a child-restraint system and with seats which meet minimum seat back height requirements. As of September 1, 1994, each passenger on a school bus that is equipped with seat belts must wear a properly adjusted and fastened seat belt or other child restraint system at all times while the bus is in operation.

N.J.A.C. 6A:27-11.2 requires emergency exit drills at least twice within the school year for all pupils who are transported to and from school on buses. All other students must receive school bus evacuation instruction at least once within the school year.

N.J.A.C. 6A:27-12.2 requires the school bus driver to immediately inform the principal and business administrator of any accident that involves injury, death or property damage.

N.J.A.C. 6A:27-13.3 directs the county superintendent of schools to review the district's transportation operations in accord with N.J.A.C. 6A:30-1.4(a)7.

Recommendation:

A policy directing the Superintendent to oversee development of comprehensive regulations governing safety in transportation of pupils. Policy should specify topics to be included. Regulations should include reporting motorists who pass stopped school buses. Sanctions for pupil violations of seat belt requirements may be addressed in these regulations or as part of the school's conduct code. Compliance with drug and alcohol testing requirements for bus drivers should be mentioned here but fully addressed at 4219.23.

TRANSPORTATION SAFETY (continued)

- Legal References:** N.J.S.A. 18A:6-7.1 Criminal history record; employee in regular contact with pupils; grounds for disqualification from employment; exception
- N.J.S.A. 18A:25-2 Authority over pupils
- N.J.S.A. 18A:39-1 et seq. Transportation To and From Schools
- See particularly:
- N.J.S.A. 18A:39-17, -18, -19, -20
- N.J.S.A. 39:3-10.9 et seq. New Jersey Commercial Driver License Act
- N.J.S.A. 39:3B-1.1 et seq. School Buses, Equipment and Regulations
- See particularly:
- N.J.S.A. 39:3B-10 through -12
- N.J.A.C. 6A:27-1.1et seq. Student Transportation
- See particularly:
- N.J.A.C. 6A:27-11.1, -11.2, -12.2, -13.3
- 34 CFR Part 85.100 et seq., Governmentwide Debarment and Suspension (nonprocurement) and Governmentwide Requirements for Drug-Free Workplace (Grants)
- 49 U.S.C. § 31306 et seq.- Omnibus Transportation Employee Testing Act of 1991
- 49 C.F.R. Part 40.1 et seq. - Procedures for Transportation Workplace Drug Testing Programs
- 49 C.F.R. Part 382.101 - Controlled Substance and Alcohol Use and Testing
- 49 C.F.R. Part 391.1 et seq. - Qualification of drivers
- Policies and Procedures Manual for Pupil Transportation, N.J. State Department of Education
- Manual for the Evaluation of Local School Districts

Possible

- Cross References:** *3516 Safety
- *3541.1 Transportation routes and services
- *4211 Recruitment, selection and hiring
- *4219.23 Employee substance abuse
- *4231/4231.1 Staff development; inservice education/visitations/conferences
- *5131 Conduct/discipline
- *5142 Pupil safety

*Indicates policy is included in the Critical Policy Reference Manual.