

TRANSPORTATION SAFETY

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

- A. Pupil conduct on buses;
- B. Inservice education for bus drivers to include (vendor's responsibility):
 - 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.
 - 6. Ban on the use of cell phones while driving. Bus drivers are prohibited from using a cell phone while driving a school bus. They may only use a cell phone when the bus is parked in a safe area off a highway, or in an emergency situation.

Accidents

Forms shall be provided by the contracted vendor 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 functions of a district-owned or contracted vehicle during operation, even if no injury or damage results

It shall be the responsibility of the Chief School Administrator to direct an investigation on the report and to comply with the law. The information gained shall be considered in evaluating personnel performances and reviewed with the vendor.

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. 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 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's vendor 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. Bus drivers are prohibited from using a cell phone while driving a school bus.

Date: November 19, 2007

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Legal References:

<u>N.J.S.A.</u> 18A:6-7.1	Criminal history record; employee in regular contact with pupils; grounds for disqualification from employment; exception
<u>N.J.S.A.</u> 18A:25-2	Authority over pupils
<u>N.J.S.A.</u> 18A:39-1 <u>et seq.</u>	Transportation To and From Schools
<u>See particularly:</u>	
<u>N.J.S.A.</u> 18A:39-17, -18, -19, -20	
<u>N.J.S.A.</u> 18A:39-25	Prohibits cell phone use while driving a bus
<u>N.J.S.A.</u> 39:3-10.9 <u>et seq.</u>	New Jersey Commercial Driver License Act
<u>N.J.S.A.</u> 39:3B-1.1 <u>et seq.</u>	School Buses, Equipment and Regulations

Legal References, (continued):

See particularly:

N.J.S.A. 39:3B-10
through -12

N.J.A.C. 6A:27-1.1 et 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

Cross References:

3516	Safety
4211	Recruitment, selection and hiring
4231/4231.1	Staff development; inservice education/visitations/conferences
5131	Conduct/discipline
5142	Pupil safety