

**Policy**

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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:
  - 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 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 in scheduling inspection of vehicles.

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.

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.

TRANSPORTATION SAFETY (continued)

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.

**Adopted:** June 17, 1997  
**Amended:** May 19, 2009

Key Words

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

**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

TRANSPORTATION SAFETY (continued)

Testing 49 C.F.R. Part 382.101 - Controlled Substance and Alcohol Use and

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**

<b><u>Cross References:</u></b>	*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.