

BUS SAFETY PROGRAM

The safety and welfare of student riders will be the first consideration in all matters pertaining to transportation.

The Superintendent or designee will ensure that instruction on school bus safety and emergency evacuation procedures is provided for all students who are transported on Colorado Springs School District (the District) school transportation vehicles.

The Director of Transportation shall comply with all state laws and Colorado Department of Education (CDE) regulations pertaining to the operation of school buses and will make these requirements known to bus drivers, parents/guardians and students who utilize District provided transportation services. The Director will also cooperate with local safety officials in formulating and implementing its school bus safety program.

The Director of Transportation shall develop Transportation Procedures and Safety Rules for all riders, as directed in Colorado Springs School District 11 Board of Education (the Board) Policy EEAE, Student Conduct on School Buses. Safety information shall cover transportation for students to and from school, students who will be transported on District vehicles for field trips, and school personnel who will be transporting students in District provided vehicles. In addition, a school bus safety training program shall be designed for all students in grades K-3. Elementary school principals are encouraged to incorporate this training into their school program.

Safety precautions/training as a minimum will include the following:

1. Buses will not exceed their seating capacities. Passengers will be provided a seat that fully supports them. A seat that fully supports each person and meets the minimum standards and specifications of law for child safety systems will be provided at all times.
2. Drivers shall train their students on the proper procedures for boarding and exiting a school bus.
3. Drivers shall train their students on emergency evacuation procedures within the first six weeks of school. Emergency evacuation drills will be conducted at least two times a year (Fall and Spring Semesters) to acquaint student riders with procedures in emergency situations. Building principals/designees shall be responsible for overseeing these drills for all school buses servicing their schools.
4. Drivers of field trip buses shall brief all passengers on emergency evacuation procedures prior to departure. Instruction will be documented and verified by the trip sponsor. Buses on out of town field trips should be limited to two passengers per seat. Sponsors shall provide a manifest or a list of students who will be riding on the bus before departure.
5. Passengers of any school bus used on mountainous terrain will not occupy the front row of seats and any seats located next to emergency doors unless the bus is equipped with brake or engine retarders which supplement the bus brake system or the passengers are adequately restrained in a fixed position.

6. All vehicles used to transport students will be inspected as required by CDE to ensure that they meet all safety regulations and standards.

7. Drivers shall not use any wireless telecommunications device, whether handheld or otherwise, while driving a school bus or any other District vehicle used to transport students, except in case of an emergency, or when the vehicle is lawfully parked and for the purposes of dispatching. Use of two-way radio devices to communicate with Transportation operations personnel is authorized while in motion as necessary.

A bus driver who observes a vehicle violating the law, as it pertains to failure to stop a motor vehicle at least twenty feet before reaching a school bus with its visual signal lights actuated, shall notify a transportation supervisor of the violation and provide the Transportation supervisor with the basic information required by law. The Director of Transportation will convey this information to the appropriate law enforcement agency.

The Director of Transportation shall establish a safety review team to review all accidents and incidents involving District vehicles. Actions shall be taken to include administrative and or disciplinary action, additional training or implementation of procedures to preclude/minimize the probability of similar accidents and incidents from occurring in the future.

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LEGAL REFS.: C.R.S. 42-4-239
C.R.S. 42-4-1901 through 1904
1 CCR 301-26, Rules 4204-R-200.00 through 4204-R-235.00

CROSS REFS.: Policy EEAC, Bus Scheduling and Routing
Policy IJOA, Field Trips