

Policy

**Chester
Board of Education**

**Policy No. 3541.33
Transportation Safety**

TRANSPORTATION SAFETY

The safety and welfare of pupils shall be a primary consideration in all matters pertaining to transportation. The Board directs the Superintendent or designee to oversee development of regulations to govern:

- A. Pupil conduct on buses;
- B. 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.

Accident Reporting

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.

Drills

Emergency evacuation drills shall be conducted regularly throughout the school year by the building principals 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. One of the drills will include all students (even those who do not regularly ride the bus to school.)

Vehicles and Equipment

All district-owned or contracted vehicles used to transport children shall be maintained in such condition as to provide safe 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 will 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 REVISED: April 18, 2005

Revised: July 19, 2005

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., Government wide Debarment and Suspension (nonprocurement) and Government wide 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 (August 2000)

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; in-service education/visitations/conferences
5131 Conduct/discipline
5142 Pupil safety