

2014

Ohio Pre-Service
School Bus Driver Training Program

OAPT Conference Presentation

Distractions in the Danger Zone
Designated Place of Safety
School Bus Emergency Plans
Inspections/Mirrors

by

Rob Higgenbotham, Marvin Pennington,
Michael Hoffner, and Michael Redfern

3301-83-15 Emergency and evacuation procedures.

(A) Emergency

Each school bus owner shall adopt a policy for handling emergencies on school buses while pupils are being transported. Such a policy shall include, but not necessarily be limited to, procedures for handling any medical emergencies of pupils while they are being transported. Each school bus owner shall provide training to all school bus drivers transporting pupils to ensure that the drivers understand the policy and their responsibilities. No school bus driver shall transport pupils unless the driver has received such training. These policies shall include procedures for when and how to notify parents if their students were on a transportation vehicle involved in an accident. This policy shall be developed in cooperation with all those whose services would be required in the event of emergencies. The transportation director/supervisor, school administrators, teachers, drivers, maintenance and service personnel and students shall be provided instruction in the procedures to be followed in the event of:

(1) Accident

The policy shall describe how to protect the accident scene; evacuate and control students; evaluate the need for medical assistance; notify the responsible law enforcement agency, school officials and emergency services; collect and record data essential to the preparation of required reports; and communicate with parents and/or guardians.

(2) Disability of driver

Procedures for handling situations in the event of illness, injury, or disability of the bus driver shall be included in the policy.

(3) School bus failure

The policy shall describe procedures for securing the bus, disposing of and controlling passengers, notifying school officials, securing alternate equipment, and repairing and recovering the disabled school bus.

(4) Inclement weather conditions

The pre-emergency policy shall provide instruction as to school closings, delayed take-ups and/or early dismissals.

(5) Tornado

The policy shall provide procedures for drivers and students in the event of tornado sightings and/or warnings.

(6) Policies shall also be developed to address other dangerous and/or threatening situations (weapons, assaults, unauthorized attempted boardings, and impeding the movement of the bus).

(B) Evacuation

The superintendent or designee shall organize and conduct three

3301-83-13 School bus routes and stops.

(A) Designation of school bus stops

It shall be the responsibility of the superintendent or designee to determine the location of all school bus stops which shall be approved annually by the districts board of education. Authority to designate or relocate subsequent school bus stops may be delegated by the board of education to the superintendent or designee. Bus stops and a time schedule shall be adopted and put in force by the board not earlier than thirty days prior to and not later than ten days after the beginning of the school term.

(B) School bus stop location

- (1) Pupils in grades kindergarten through eight may be required to walk up to one-half mile to a designated bus stop.
- (2) School bus stop locations shall provide for the maximum safety of pupils giving consideration to distance from residence, traffic volume, physical characteristics, visibility and weather conditions.
- (3) School bus stops shall be established on the residence side of all four-lane highways and on the residence side of other roadways posing potential hazards to students as determined by school bus owners.
- (4) School bus stops shall be located at a distance from the crest of a hill or curve to allow motorists traveling at the posted speed to stop within the sight distance. If the line of sight is less than five hundred feet in either direction, an approved "school bus stop ahead" sign shall be installed at least five hundred feet in advance of the school bus stop.
- (5) Each pupil shall be assigned and required to use a specific school bus stop except in unusual circumstances as approved by the school bus owner or designee.
- (6) Each pupil shall be assigned a designated place of safety on the residence side of the roadway on which the vehicle is scheduled to stop. Driver must account for each pupil at designated place of safety before leaving. Pupils are not to proceed to their residence until the school bus has departed.