

School Bus Safety Program

Each bus driver will be responsible for instructing their regular riders regarding school bus safety and emergency evacuation procedures. Instruction will be given once during the first six weeks of the first and second semesters of each school year. Instruction during each semester shall include an actual emergency evacuation drill. Bus safety training sessions for students who are regularly transported by the district shall include, but are not limited to, the following areas of instruction:

1. Safe school bus riding procedures, including, but not limited to leading, unloading, crossing etc;
2. Use of emergency exits; and
3. Planned and orderly evacuation of the school bus in case of emergency, including participation in actual evacuation drills.

Students who are **not** regularly transported by the district will be given the following instruction at least once in the first half of each school year:

1. Safe school bus riding procedures; and
2. Use of emergency exits.

A report form for bus safety instruction and emergency evacuation drills will be given to each driver at the beginning of each semester by the superintendent or his/her designee. When the required instruction and drills have been completed, the driver will sign, date, and return the form to the Superintendent or designee. Completed forms will be retained as a part of the district's official records.

Buses will not exceed vehicle design capacity for seating at any time unless an unforeseen or unusual circumstance. A seat that fully supports each person and meets the minimum standards and specifications of law will be provided at all times. A person who weighs 40 pounds or less must be properly secured with a child safety system that meets the minimum standards and specifications established by the Department of Transportation under ORS 815.055. A person who weighs more than 40 pounds who is four feet nine inches or shorter and under eight years of age must be properly secured with a child safety system that elevates the person so that a safety belt or safety harness properly fits the person¹. A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. In accordance with ORS 811.210 and 811.215 vehicles used for student transportation in excess of 10,000 pounds are exempt from this

¹"Proper fit" means the lap belt of the safety belt or safety harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

requirement unless they have been equipped with lap belts. Vehicles in excess of 10,000 pounds that have been equipped with lap belts must meet child car seat requirements as set forth in law.

During adverse weather conditions, the superintendent may alter bus schedules or cancel bus services. The superintendent or his/her designee will advise local radio stations and other media of any changes in bus schedules or services.

In the case of emergency or disaster, evacuation of students will be carried out according to the district's emergency plan.

An accident review board, convened by the Superintendent, will study accidents involving district buses and will make recommendations to avoid similar accidents.

END OF POLICY

Legal Reference(s):

[ORS 811.210](#)

[ORS 811.215](#)

[ORS 815.055](#)

[ORS 815.080](#)

[ORS 820.100 to-820.190](#)

[OAR 437-002-0220 to-0227](#)

[OAR 581-022-1420](#)

[OAR 581-053-0002 to-0015](#)

[OAR 581-053-0512 to-0555](#)

[OAR 735-102-0010](#)

Cross Reference(s):

EBCD - Emergency School Closures