

POLICY

FRANKLIN TOWNSHIP BOARD OF EDUCATION

File Code: 3541.33

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 develop regulations to govern pupil conduct on buses and to ensure all contracted transportation companies provide inservice education for bus drivers to include but not be limited to:

1. Management of pupils;
2. Safe driving practices; recognition of hazards;
3. Concerns in transporting special needs pupils;
4. Emergency procedures on the road; accident report;
5. Information on required drug and alcohol testing.

Accidents

Immediate reporting of all incidents involving a contracted vehicle are required for 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 contracted vehicle during operation, even if no injury or damage results.

It shall be the responsibility of the chief school administrator to obtain all pertinent reports and communicate their contents to the Board in a timely manner.

Training for Interacting with Students with Special Needs

The Board of Education and contractors that provide student transportation services shall administer the New Jersey Department of Education developed training program on the proper procedures for interacting with students with special needs to all school bus drivers and school bus aides that it employs. The training program includes appropriate behavior management; effective communication; use and operation of adaptive equipment; and understanding behaviors that may be related to specific disabilities.

The training program shall be administered prior to that individual operating a school bus or serving as an aide on a school bus.

The Board of Education and contractors that provide student transportation services require that a school bus driver or school bus aide file a certification with the Board of Education and contractors that the individual has completed the training program within five business days of its completion. The Board of Education and contractors shall retain a copy of the certification for the duration of the individual's employment and shall forward a copy of the certification to the New Jersey Department of Education.

The parent or guardian of a student with an individualized education plan shall complete the student information card when the individualized education plan is developed or amended for a student who receives transportation services. The student information card, developed by the New Jersey Department of Education, shall include information that should be readily available to a school bus driver and school bus aide for the purpose of promoting proper interaction with a student with special needs.

Upon receiving consent from a student's parent or guardian, a copy of the completed student information card shall be provided to the student's assigned school bus driver and school bus aide.

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 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.

All contracted vehicles used to transport children shall conform with state standards for such vehicles.

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 requires that the contracted transportation company be in compliance with all drug and alcohol testing requirements of the Omnibus Transportation Employee Testing Act and the implementation of regulations. Bus drivers are

responsible for the safety of pupils entering, riding, and departing their vehicle.

Use of Video Cameras on School Buses

The Board supports the use of video cameras on school buses as a means to monitor and maintain a safe environment for students and employees. The video cameras may be used on buses used for transportation to and from school, field trips, curricular events and extracurricular events. The contents of the videotapes may be used as evidence in a student disciplinary proceeding. Refer to 3541.33R.

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