



2016-2017

PVUSD Transportation Safety Plan



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INTRODUCTION

The Palo Verde Unified School District Transportation Department is dedicated to providing safe and respectful service. Our professional drivers are dedicated towards creating and maintaining safe driving behaviors and positive and consistent social environments that best support our student's success. We believe that social development of our students is important. Therefore, we focus on making connections with our students so they understand that school bus drivers are an important part of their community support system where they feel supported by a safe and predictable social environment.

The PVUSD School Bus Drivers are some of the safest in the Nation. Our drivers are part of a California team that has an unparalleled safety record. Simply put, the more students who ride our PVUSD school buses, the safer our community's children will be. There is no safer transportation in the Nation than the California School Bus and the PVUSD Drivers take pride in being part of the Great California Team!!

California Education Code – 39831.3; Transportation Safety Plan

The County Superintendent of Schools, the Superintendent of a school district, or the owner or operator of a private school that provides transportation to or from a school or school activity, shall prepare a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of pupils. The plan shall be revised as required. The plan shall address all of the following:

- (A) Determining if pupils require escort pursuant to paragraph (1) (2) and (3) of subdivision (d) of section 22112 of the Vehicle Code.
- (B) Procedures for all pupils in transitional kindergarten, kindergarten and grades 1 to 8, inclusive, to follow as they board and exit the appropriate school bus at each pupil's school bus stop.
- (C) Boarding and exiting a school bus at a school or other trip destination.

A current copy of a plan pursuant to subdivision (a) shall be retained by each school subject to the plan and made available upon request to an officer of the Department of the California Highway Patrol.

Transportation Safety Plan

PVUSD Transportation shall identify all stops requiring students to be escorted across the highway or road and the driver(s) shall identify the individual students requiring an escort at those stops before loading and unloading students.

Upon registration, the parents or guardians of all students not previously transported in a school bus shall be provided with written information on school bus safety by the administrator of the school of attendance. The information shall include the following:

- 1) General Rules of Conduct at school bus loading zones and red light crossing instructions.
- 2) A Palo Verde Unified School District Rider-Ship Application for school bus rider-ship.
- 3) A list of school bus stops for each school near each eligible pupil's residence. A copy of the bus routes, stops and times may also be obtained from the school of attendance, district website or the Transportation Services Department.
- 4) School Bus Danger Zone information.
- 5) Walking to and from school bus stops.

The plan shall be kept current and on file at each school site and made available, upon request, to any officer of the California Highway Patrol.

District Policy requires the following:

Rules of Conduct for School Bus Riders

Students will do the following:

- Ride only those buses to which students are eligible and assigned to, and normally take to and from school.
- Listen and obey all direction from the school bus driver.
- Arrive at their assigned bus stop a minimum of five (5) minutes before their scheduled pick up time.
- Respect the people and property at and around the school bus stop and loading zones.
- Never throw objects at a bus or out of the bus windows.
- Conduct themselves properly while waiting for their buses and after returning from school.
- Form a single line and remain a safe distance from the edge of the roadway to permit normal traffic flow and for buses to approach safely.
- Board and exit buses in an orderly manner without pushing or crowding.
- Sit in seats and areas assigned by the bus driver.

- Identify him/her self to the driver when requested to do so.
- Remain seated while the bus is in motion.
- Keep all portions of their body inside the bus at all times.
- Wear shoes, unless otherwise directed by the bus driver. Athletic shoes with metal cleats must be carried.
- Exit the bus through the front door only, unless otherwise directed by the school bus driver.
- Cross roadways in front of the bus (all grades) and escorted by the driver (grades Pre K – 8 grades inclusive) (grades 9 – 12 escorting is permissive and may be required).

Student will not do the following:

- Threaten, harm or endanger the safety of the passengers and/or drivers.
- Possess lighting devices, alcoholic beverages, drugs, glass containers, live animals/insects, explosive devices or weapons, pressurized containers (hair spray, perfume, paint, etc.)
- Engage in boisterous conduct, fighting or throwing of object inside or outside of the bus.
- Use profane, vulgar/abusive language or gestures.
- Use tobacco, consume food or beverages or chew gum.
- Write on seats, wall or intentionally damage any portion of the bus.
- Tamper with emergency exits or bus controls.
- Throw substances at or on the bus.
- Cross divided highways to get onto the bus.

Loading at Designated School Bus Stops:

- Drivers shall approach the bus stop and activate the flashing amber warning light system, if so equipped, 200 feet before the bus stop.
- Once stopped the driver shall activate the flashing red signal light system, as defined in Section 22112 of the Vehicle Code.
- The driver shall ensure that the flashing red signal lights and stop arm, if so equipped, are activated before allowing students to enter the bus.
- In the event any pupils will need to cross the roadway upon which the bus is stopped (Pre-Kindergarten, Kindergarten and any grades 1 – 12 inclusive) the driver shall escort them across the roadway. The driver shall use an approved hand-held “STOP” sign when escorting students.
- The driver shall require all students to walk in front of the bus as they cross the roadway upon which the bus is stopped.

- If a student drops papers or objects while boarding the bus, he/she should get the attention of the driver. The student shall **never go under the school bus to retrieve objects since the bus driver cannot see the student.**
- The drivers shall ensure that all students who need to cross the roadway/highway, upon which the bus has stopped, have crossed safely, and that all pedestrians are safe distance from the bus.
- The driver shall cancel the flashing red lights as soon as practicable and ensure it is safe before setting the bus in motion.

Unloading at a Designated School Bus Stop:

Drivers shall be familiar with the proper procedures and requirements for the use of the flashing red lights and escorting students across the roadway. *The school bus driver **shall** escort student passengers who attend a pre-kindergarten or elementary school up to grade 8 across the highway. Grades 9 thru 12 **may** be escorted.*

- This shall apply to public and private school that does not offer instruction beyond grade eight. (13CAC1227b)
- The driver shall use an approved hand-held “STOP” sign (18” Octagonal “STOP” Sign) while escorting all students.
- Drivers shall approach the bus stop and activate the flashing amber warning light system, if so equipped, 200 feet before the bus stop.
- The school bus driver shall identify the students who must cross the roadway/highway and prepare the students to disembark the school bus.
- The driver shall ensure that the flashing red signal lights and stop arm, if so equipped, are activated and ensure it is safe to exit the bus.
- The driver shall require all students who are crossing the roadway to walk in front of and between the bus and the school bus driver.
- If a student drops papers or other objects while exiting the bus, he/she should get the attention of the driver. The student shall **never go under the school bus to retrieve objects since the bus driver cannot see the student.**
- The drivers shall ensure that all students who need to cross the roadway/highway, upon which the bus has stopped, have crossed safely, and that all pedestrians are safe distance from the bus.
- The driver shall re-enter the school bus and immediately cancel the flashing red lights.

It is the intent of the Transportation Department to have all buses at the school sites prior to the afternoon dismissal bell time. It is our goal to depart the school site no later than six (6) minutes after the dismissal bell.

Loading School Buses at a School Site:

- The school bus driver shall not activate the flashing amber warning light system, the flashing red light signal system and stop signal arm at any school.
- The driver shall not activate the flashing red light signal system to unload at the school site.
- The driver will monitor the students at the school site to ensure orderly and safe exiting.
- When the students have disembarked, the driver will depart the school site when safe.
- This procedure will be the same for activity trips.

ACTIVITY TRIPS

Loading School Buses at a School Site:

- The driver shall not activate the flashing amber warning light system when loading/unloading.
- The group or athletic team will assemble in an area away from the school bus. When the students are ready to load, the driver will commence loading.
- Upon completion of loading, the driver will proceed with the bus evacuation and safety presentation. This shall include an explanation and demonstration of all emergency exits, first aid kit, fire extinguisher(s), etc.
- Upon completion of the presentation, the driver will require the chaperone/coach to sign the trip sheet. The driver will then depart when safe to do so.

Loading/Unloading at the Activity Destination Site:

- Upon arrival at the destination, the driver will select an area where the bus can be lawfully parked and loading/unloading of students can be reasonably controlled.
- The driver will provide instructions to the chaperones/coaches regarding the time and location where the group will assemble to re-load the bus.
- When it is clear and safe, the driver will have the students disembark. (The flashing red signal lights will not be activated).
- When the group is accounted for and is ready to depart, the driver will depart when safe.

Unassigned Bus Stop:

- No student shall be allowed to utilize any designated bus stop other than the student's primary designated bus stop without the written permission of the pupil's parent/guardian and approval and direction form the site administrator/principal. The permission slip shall have the full name of the parent/guardian, the home and or work phone number and a legal signature giving the department this permission. No pupil shall be allowed to disembark at a location other than a district approved designated bus stop. Disembarking at a stop other than the student's designated bus stop will be sufficient cause to suspend the student's riding privileges.

Mechanical Breakdown:

- When a school bus is disabled due to a mechanical failure and students are aboard that require transportation, the relief vehicle should drive to the front of and pull in line with and as close to the disabled vehicle as possible. **Vehicle Code Section 22112(d)** states that a school bus disabled due to a mechanical failure and/or relief bus shall not activate the flashing red light system while loading and unloading passengers. The drivers of both vehicles should activate the hazard lights prior to unloading and loading of passengers.

Adverse Driving Conditions:

Vehicle Code Section 34501.6 states that the governing board of a local educational agency providing for the transportation of students shall adopt procedures that limit the operation of school buses when atmospheric conditions reduce visibility on the roadway to **200 feet or less** during regular home to school transportation service. Operational policies for school activity trips shall give drivers discretionary authority to discontinue school bus operation if the driver determines that it is unsafe to continue operation because of reduced visibility.

For the purposes of this safety plan, the department procedures shall be as follows:

- The Supervisor on duty will notify the Director of Facilities and Operations that atmospheric conditions reduce visibility to 200 feet or less.
- The Director of Facilities and Operations or designee will contact the Office of the Superintendent.
- The Transportation Department will consult with the Superintendent or designee for a directive to suspend or delay transportation which, per the Superintendent or designee, may be delayed a minimum of one (1) hour for the improved visibility or suspended indefinitely per the Superintendent or designee's discretion.

School Bus Safety Plan / Safe Walking



Walking to and from Bus Stops

1. Go directly between the bus stop and home.
2. Plan the safest route with the fewest streets to cross.
3. If possible, cross streets and corners, using cross walks if available. Look in all directions before crossing and when safe, walk across the street. Always obey traffic signals.
4. Watch for vehicles that might be making a turn.
5. Do not dart from between parked cars or shrubbery.
6. Never accept a ride from a stranger.
7. If possible, face traffic when walking on roads without sidewalks and always use caution.
8. Be extra careful during times of sunrise and sunset, bad weather and during darkness (wear light colored clothing or something reflective).
9. Leave home early enough so you do not have to run.
10. Be at the Bus Stop a minimum of 5 minutes before the scheduled pick up time.

Safe Tips for Parents

The greatest risk is not while riding the bus, but approaching or leaving the bus. It is essential that automobile drivers know the rules:

1. When backing out of a garage or a driveway, watch for children bicycling or walking to school.
2. When driving in neighborhoods with school zones, watch out for young people who may be focused on getting to school but may not be thinking about safety.
3. Slow Down. Watch for children playing or gathering near bus stops or walking on the street, especially if there are no sidewalks.
4. Be alert. Children arriving late for the bus may dart into the street without looking for traffic.
5. Learn and obey school bus laws in California.
6. Always STOP when a school bus has activated their Flashing Red Lights, do not proceed until they are completely off and proceed with caution.
7. Always slow down when a bus has activated their Amber Warning Light System and prepare to stop once the Flashing Red Signal Lights have been activated.

Rules and Regulations on the School Bus

The Palo Verde Unified School District Board of Trustees has adopted the following policy:

AR 5131.1

Because school bus passengers' behavior can directly affect their safety and the safety of others, the following regulations apply at all times when students are riding a school bus, including school activity trips.

Bus Conduct

1. Riders shall follow the instructions and directions of the school bus driver at all times.
2. Riders should arrive at their assigned bus stop on time (5 minutes prior) and stand in a safe place to wait quietly for the bus to arrive.
3. Riders shall enter the bus in an orderly manner and go directly to their seats.
4. Riders shall remain seated while the bus is in motion and shall not obstruct the aisle with their legs, feet or other objects. When reaching their destination, riders shall remain seated until the bus stops and only then enter the aisle and go directly to the exit.
5. Riders should be courteous to the driver and fellow passengers.
6. Because serious safety hazards can result from noise and/or behavior that distracts the driver, loud talking, laughing, yelling, singing, whistling, scuffling, throwing objects, smoking, eating, drinking, standing and changing seats are prohibited actions which may lead to suspension of riding privileges.
7. Any part of the body (hands, arms or head) should not be put out of the window. Nothing should be thrown from the bus.
8. Riders shall help keep the bus and the area around the bus stop clean. Riders shall not damage or deface the bus or tamper with bus equipment.
9. No animals, reptiles, insects, plants, glass containers or inflated balloons shall be allowed on the bus without the express permission from the principal or designee.
10. Riders should be alert for traffic when leaving the bus.

Riders who fail to comply with the above rules shall be reported to the Transportation Supervisor, who shall determine the severity of the misconduct and take action accordingly.

In all instances of misconduct, the rider and his/her parent/guardian shall be given notice and warning. In the case of severe violation or repeated offenses, the rider may be denied transportation for a period of time determined by the Transportation Supervisor, up to the remainder of the school year.

Bus drivers shall not deny transportation except as directed by the Principal, Transportation Supervisor or designee.

Transportation Discipline

Students transported in a school bus shall be under the authority of and responsible directly to the driver of the bus, and the driver shall be held responsible for the orderly conduct of the students while they are on the bus, in clear view at the bus stop, or being escorted across a street or highway. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a student to be denied transportation.

The goal of discipline is to achieve a change in the students' behavior. Administratively, the Transportation Supervisor, the School Bus Driver and the School Principal may use a variety of informal techniques to gain safe and appropriate student behavior. If the behavior on either the first incident or repeated incidents endangers the students, driver and/or bus, the loss of privilege to ride the bus will be immediately enforced upon notification to the parent/guardian(s).

Consequences for Misconduct

1. First Citation – Warning and/or possible riding suspension
2. Second Citation – Three (3) Day Riding Suspension
3. Third Citation – Five (5) Day Riding Suspension
4. Fourth Citation – Ten (10) Day Riding Suspension
5. Fifth Citation – Thirty (30) Day Riding Suspension
6. Sixth Citation – Transportation is denied for the remainder of the year.

The school principal will receive a copy of all citations sent to the parent/guardian(s). The citations must be signed by the parent/guardian(s) before the student will be allowed to ride the bus.

DANGER ZONES

DANGER FROM PASSING CARS



