

San Dieguito

Union High School District

Transportation Safety Plan

PURSUANT TO Section 39831.3 EC & Section 22112 VC

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Introduction

Assembly Bill 1297 was authored by Assembly Member Morrow and signed into law by the Governor, October 6, 1997. This law went into effect January 1, 1998 and requires the superintendent of a school district that provides transportation to or from a school or school activity trip to prepare a transportation safety plan containing procedures for school personnel to follow to ensure the safe transportation of students. The law also requires that a copy of the plan to be retained at each school subject to the plan and that this plan be made available upon request to an officer of the Department of the California Highway Patrol.

Transportation Safety Plan (EC 39831.3)

(a) The county superintendent of schools, the superintendent of a school district, a charter school, 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: (1) Determining if pupils require escort pursuant to paragraph (3) of subdivision (c) of Section 22112 of the Vehicle Code.

(1) Determining if pupils require escort pursuant to paragraph (1) of subdivision (d) of Section 22112 of the Vehicle Code.

(2) (A) Procedures for all pupils in prekindergarten, kindergarten, and grades 1 to 8, inclusive, to follow as they board and exit the appropriate schoolbus at each pupil's schoolbus stop.

(B) Nothing in this paragraph requires a county superintendent of schools, the superintendent of a school district, a charter school, or the owner or operator of a private school that provides transportation to or from a school or school activity, to use the services of an onboard schoolbus monitor, in addition to the driver, to carry out the purposes of this paragraph.

(3) Boarding and exiting a schoolbus at a school or other trip destination.

(4) Procedures to ensure that a pupil is not left unattended on a schoolbus, school pupil activity bus, or youth bus.

(5) Procedures and standards for designating an adult chaperone, other than the driver, to accompany pupils on a school pupil activity bus.

(b) A current copy of a plan prepared 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.

Walking to and From School Bus Stops

It is the responsibility of parents/guardians to insure their students arrive safely at the assigned bus stop and are ready to load the bus 5 minutes prior to the scheduled pick-up time of the route.

It is recommended that parents/guardians make arrangements to receive students when they are returned to their bus stop at the end of the day.

Parents/guardians and students are encouraged to develop a plan to ensure their student(s) arrives safely home at the end of the day.

- * Go directly to and from the bus stop.
- * Plan the safest route with the fewest streets to cross.
- * If possible cross streets at corners, using crosswalks if available. Look in all directions before crossing and when safe, walk across the street. Always obey traffic signals.
- * Do not run out in the street from between parked cars or shrubbery.
- * Walk to and from school bus stops out of the roadway facing traffic.
- * Never accept a ride from a stranger.
- * Leave home early enough so you do not have to run to catch your bus.
- * Always cross the street the bus is stopped on with the driver as your escort.

The safe loading and unloading of students is our main concern. Therefore, students should be cautious with the walking route chosen to get to the school bus stop. Pupils should stay on sidewalks and walking paths while approaching and leaving school bus stops. Students shall wear safe clothing that is visible in hours of darkness.

Pupils shall wait at school bus stops in an orderly manner, remain in safe loading areas, and remain in loading area until the driver opens the entrance doors and orders pupils to approach the school bus.

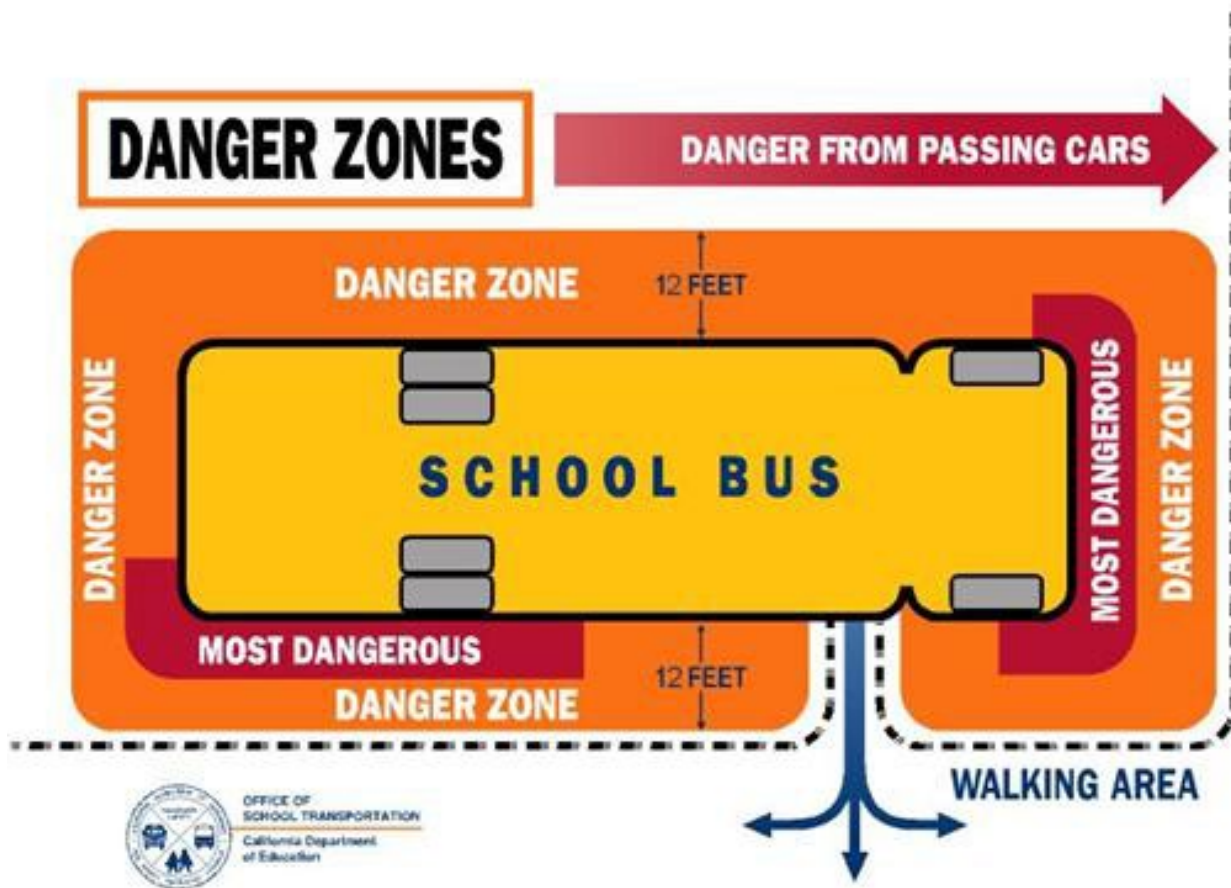
Parent reinforcement of these regulations will help considerably in maintaining a high level of safety and a low level of disciplinary problems.

Parents/Guardians may be responsible for any damage to vehicles or property caused directly by their students.

School Bus Danger Zone

School buses are large commercial vehicles and are difficult to see around because of their size; therefore, they create blind spots where children may be present. Understanding the 12 foot danger zone area around the bus helps keep our children safe. Students should never go under or in front of the bus. Students should store items inside a backpack where they are less likely to be dropped under the bus. If any student needs to cross the roadway in which the bus is traveling upon, the driver shall escort the pupil across the roadway.

Always slow your vehicle when you are around a school bus and stop when the red lights are flashing. Flashing amber lights on the school bus is a warning to slow down and stop for the subsequent red lights flashing signal system on the school bus.



Procedures for School Staff to Follow to Help Ensure the Safe Transportation of Students

School staff members should always be involved and active in the supervision of the loading and unloading of students at school sites and on activity trips. It is the responsibility of school staff members to ensure that students during the loading and unloading procedures follow all safety rules and regulations as outlined in this safety plan.

School staff members should be thoroughly familiar with these procedures and involved in the enforcement of these procedures. If at any time a staff member is not familiar with these procedures or has questions regarding them, they should contact the Transportation Department at 760-753-8298 for assistance.

School staff members shall supervise the loading and unloading of all students. This supervision is intended to help in the prevention of possible injury to students while loading and unloading and is designed to minimize the exposure of students to unsafe conditions while loading or unloading a school bus.

- * Students while on school sites or other trip locations and prior to actually boarding the school bus, shall be the primary responsibility of the school site staff member.
- * Students shall be accountable for their own orderly conduct.
- * Students are not to run, horseplay or deviate from the walking pathways or sidewalks at loading zones.

If a bus is running late to a school site or activity trip or arrives after the students have been waiting to board the bus:

1. School site members shall have students wait in a safe area and in an orderly line or group.
2. Students must remain back at least twelve feet from the school bus as the bus approaches the students.
3. Staff members shall ensure that the students do not approach the bus for loading until the bus comes to a complete stop and the bus driver opens the door for loading.
4. Students are to board in an orderly manner and are not to run, shove or cut into the lines of other students loading.
5. Staff members are to observe the students for violations of these procedures and if needed, in accordance with District policy, discipline any student(s) that are not complying with these procedures.

Bus drivers need the assistance of school site members to ensure the level of student safety is maximized during loading and unloading.

Safe Loading and Unloading Procedures

Procedures for all pupils to follow as they board and exit the appropriate school bus at schools, school bus stops, or trip destinations.

- * Pupils shall follow the instructions of the school bus driver, who is in charge at all times.
- * Pupils shall board and exit the school bus only at bus stops designated by the school district Superintendent or Superintendent's designee.
- * Pupils shall not approach the school bus to board it, or leave their seats to exit it, until the bus comes to a complete stop and the front entrance door has been opened.
- * Pupils shall board and exit the school bus in an orderly manner.

Pupils who require escort pursuant to section 22112 of the Vehicle Code shall:

- * Wait for the bus driver to exit the bus first.
- * After exiting the bus, cross the roadway only when the bus driver tells them it is safe to do so.
- * Walk straight across the roadway between the bus driver and the front of the bus.
- * After crossing, stay clear of the roadway.

Pupils who do not require escort pursuant to section 22112 of the Vehicle Code shall:

- * In an orderly manner, immediately leave the vicinity of the school bus.
- * Stay clear of the roadways.

Procedures for all drivers to follow as they board and exit the appropriate school bus at schools, school bus stops, or trip destinations.

- * School bus drivers shall continuously monitor the safety of their school bus route and school bus stops and report any potential hazards so the route or bus stop can be reviewed for safety by the Transportation Coordinator or Director.
- * School bus drivers shall have authority (13 CCR 14103) of pupils they transport and respond to any observed unsafe behaviors or conditions.

Senate Bill 1072 - Child Safety Alert System

This bill would require, on or before the beginning of the 2018–19 school year, school buses, school pupil activity buses, except as provided, youth buses, and child care motor vehicles to be equipped with a “child safety alert system,” which is a device located at the interior rear of a vehicle that requires the driver to either manually contact or scan the device before exiting the vehicle, thereby prompting the driver to inspect the entirety of the interior of the vehicle before exiting.

School Bus Signal and School Bus Stops - VC 22112

(a) On approach to a school bus stop where pupils are loading or unloading from a school bus, the school bus driver shall activate an approved amber warning light system, if the school bus is so equipped, beginning 200 feet before the school bus stop. The school bus driver shall deactivate the amber warning light system after reaching the school bus stop. The school bus driver shall operate the flashing red light signal system and stop signal arm, as required on the school bus, at all times when the school bus is stopped for the purpose of loading or unloading pupils. The flashing red light signal system, amber warning lights system, and stop signal arm shall not be operated at any place where traffic is controlled by a traffic officer or at any location identified in subdivision (e) of this section. The school bus flashing red light signal system, amber warning lights system, and stop signal arm shall not be operated at any other time.

(b) The school bus driver shall stop to load or unload pupils only at a school bus stop designated for pupils by the school District Superintendent or the head or Principal of a private school, or authorized by any of those individuals for school activity trips.

(c) When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, at a location where traffic is not controlled by a traffic officer, the driver shall, before opening the door, ensure that the flashing red light signal system and stop signal arm are activated, and that it is safe to enter or exit the school bus.

(d) When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, at a location where traffic is not controlled by a traffic officer or official traffic control signal, the school bus driver shall do all of the following:

(1) Escort all pupils in prekindergarten, kindergarten, or any of grades 1 to 8, inclusive, who need to cross the highway or private road upon which the school bus is stopped. The driver shall use an approved hand-held "STOP" sign while escorting all pupils.

(2) Require all pupils who need to cross the highway or private road upon which the school bus is stopped to walk in front of the bus as they cross.

(3) Ensure that all pupils who need to cross the highway or private road upon which the school bus is stopped have crossed safely, and that all other pupils and pedestrians are a safe distance from the school bus before setting the school bus in motion.

(e) Except at a location where pupils are loading or unloading from a school bus and must cross a highway or private road upon which the school bus is stopped, the school bus driver may not activate the amber warning light system, the flashing red light signal system and stop signal arm at any of the following locations:

(1) School bus loading zones on or adjacent to school grounds or during an activity trip, if the school bus is lawfully stopped or parked.

(2) Where the school bus is disabled due to mechanical breakdown. The driver of a relief bus that arrives at the scene to transport pupils from the disabled school bus shall not activate the amber warning light system, the flashing red light system, and stop signal arm.

(3) Where a pupil requires physical assistance from the driver or authorized attendant to board or leave the school bus and providing the assistance extends the length of time the school bus is stopped beyond the time required to load or unload a pupil that does not require physical assistance.

(4) Where the roadway surface on which the bus is stopped is partially or completely covered by snow or ice and requiring traffic to stop would pose a safety hazard as determined by the school bus motor carrier.

(5) On a state highway with a posted speed limit of 55 miles per hour or higher where the school bus is completely off the main traveled portion of the highway.

(6) Any location determined by a school district or a private school, with the approval of the Department of the California Highway Patrol, to present a traffic or safety hazard.

It is the District's intent to educate the staff, students and our community of the changes and requirements of this law. It is imperative that each school site administrator takes time to familiarize themselves with this law and that they educate their staff, students and communities on the specifics of this law and its requirements.

If you or any of your staff, students or community has questions or need additional information, please do not hesitate to contact the Transportation office at 760-753-8298.

How to Determine if a Student Requires an Escort Pursuant to Section 22112 CVC

If a student's home address is located on the opposite side of the street of the actual bus stop, then the student is required by State Law and District Policy to be physically escorted by the bus driver across that street and under the bus drivers' direction and supervision. The bus driver is required to activate the school bus red flashing crossover lights and if so equipped, the stop arm, and physically get out of the bus to assist the students safely across the street. District Policy requires ALL students who cross the street, be physically escorted by the bus driver with crossover lights and signs being activated.

Prior to opening the door at bus stop, the bus driver will verbally ask students if anyone will be crossing the street that the bus is stopped. If any student(s) indicate that they do cross, the driver will then execute the established crossover procedure as prescribed by law for that stop. Students must indicate to the driver they cross either verbally or by a show of hand signal.

Emergency Evacuations and Safety Instruction

Instruction in school bus emergency procedure and passenger safety, CA Ed Code 39831.5

(a) All pupils in pre-kindergarten, kindergarten, and grades 1 to 12, inclusive, in public or private school that are transported in a school bus, or school pupil activity bus, shall receive instruction in school bus emergency procedures and passenger safety. The county Superintendent of schools, Superintendent of the school district, or owner/operator of a private school, as applicable, shall ensure that the instruction is provided as follows:

(1) Upon registration, the parents or guardians of all pupils not previously transported in a school bus or school pupil activity bus and who are in pre-kindergarten, kindergarten, and grades 1 to 6, inclusive, shall be provided with written information on school bus safety. The information shall include, but not be limited to, all of the following:

- (A) A list of school bus stops near each pupil's home.
- (B) General rules of conduct at school bus loading zones.
- (C) Red light crossing instructions.
- (D) School bus danger zone.
- (E) Walking to and from school bus stops.

(2) At least once in each school year, all pupils in pre-kindergarten, kindergarten, and grades 1 to 8, inclusive, who receive home-to-school transportation shall receive safety instruction that includes, but is not limited to, proper loading and unloading procedures, including escorting by

the driver, how to safely cross the street, highway, or private road, instruction on the use of passenger restraint systems, as described in paragraph (3), proper passenger conduct, bus evacuation, and location of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit. As part of the instruction, pupils shall evacuate the school bus through emergency exit doors.

(3) Instruction on the use of passenger restraint systems, when a passenger restraint system is installed, shall include, but not be limited to, all of the following:

- (A) Proper fastening and release of the passenger restraint system.
- (B) Acceptable placement of passenger restraint systems on pupils.
- (C) Times at which the passenger restraint systems should be fastened and released.
- (D) Acceptable placement of the passenger restraint systems when not in use.

(4) Prior to departure on a school activity trip, all pupils riding on a school bus or school pupil activity bus shall receive safety instruction that includes, but is not limited to, location of emergency exits, and location and use of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit.

School Bus Rules

The SDUHSD Transportation Department has established rules and regulations for students riding school buses. The Transportation Department for the District needs your help to ensure that each student rider is transported safely and efficiently.

The California Code of Regulations Title 5, Section 14103 states: "Pupils transported in a school bus or in a school pupil activity 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 pupils while they are on the bus or being escorted across a street, highway, or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus en-route between home and school or other destinations."

Rules of Conduct for Students While Aboard the School Bus as Outlined 3543.1/AR-1

1. The bus driver is responsible for the safety and well-being of all passengers. The drivers' directions must be followed at all times.
2. Students are to respect the property at bus stops and conduct themselves in an orderly manner while waiting for the bus and while returning home from the bus stop.
3. Students should not arrive at their bus stops more than five minutes before the bus arrives.
4. The person in charge of loading the bus will determine the order of pupil entrance.
5. Bus windows are not to be lowered more than half way. All body parts are to remain inside the bus. No littering/throwing items from bus windows.
6. Unnecessary noise in the bus, such as loud talking, shouting, singing, and other rowdy behavior may distract the attention of the driver, and therefore is prohibited for the safety of all passengers.
7. Transporting animals on the school bus is contrary to State Law and not permitted, except for service animals.
8. Generally, eating is not permitted on the bus. Exceptions may be made on trips lasting longer than one hour with the understanding that the students will clear the bus of all litter.
9. Any item considered dangerous to the health, safety or welfare of riders may be prohibited by the bus driver. Automobiles must stop when a school bus is flashing its red lights. Pupils crossing the street must do so in front of the bus, as directed by the driver.

ALL SCHOOL AND SDUHSD REGULATIONS APPLY WHILE ON OR NEAR A SCHOOL BUS!

Failure to abide by one or more of these rules may result in the loss of bus riding privileges.

Each bus driver will be responsible for the bus and for all passengers at all times as stated in Section 14263 of the State Board of Education on Regulations Governing Pupil Transportation, except when students are under the sole jurisdiction of a faculty member at the activity or event which they are attending.

Foggy Day/Reduced Visibility, Vehicle Code 34501.6

School bus drivers have the discretionary authority to discontinue home-to-school, or any activity trip if conditions become unsafe when visibility is reduced to 200 feet or less. If, in the opinion of the bus driver, conditions are so hazardous that the safe operation of the bus is not possible, the driver shall pull off the roadway and if possible, onto the shoulder of the road.

The Paul Lee School Bus Safety Law

As a result of the tragic loss of life of a pupil left on board a school bus unattended, Senate Bill 1072 (Mendoza, Chapter 721, Statute of 2016), known as the Paul Lee School Bus Safety Law was enacted. The purpose of the law is to ensure no pupil is left unattended onboard a school bus, school pupil activity bus (SPAB), youth bus (YB), or child care vehicle, and to provide specific procedures and driver discipline in the case of gross negligence in doing so.

In accordance with Education Code 39831.3(a) (4), California school districts are required to include procedures for drivers to check for unattended pupils. The procedures are required to be added to the district's current Transportation Safety Plan.

After each run (this means at each school site in the morning and after the last stop for each school in the AM, , Mid-day and the PM), all drivers shall physically walk to the rear of the bus while checking each row of seats to ensure that there are NO STUDENTS remaining on the bus. This bus check shall include looking under each bus seat.

Upon returning to the Transportation facility drivers will once again physically walk to the rear of the bus and check each row of seats to ensure that there are NO STUDENTS still on board. This bus check shall include looking under the bus seats.

No driver shall leave students unattended on the bus. Drivers shall ensure that all students have been delivered to their assigned destination before leaving their bus.

Child Safety Alert System

Vehicle Code section 28160 states that on or before the beginning of the 2018-2019 school year, each school bus, school pupil activity bus, youth bus, and child care motor vehicle, with a few specified exception, shall be equipped with an operational child safety alert system. Section 28160 (c) defines a child safety alert system is a device located at the interior rear of the vehicle that requires the driver to either manually contact or scan the device before exiting the vehicle, thereby prompting the driver to inspect the entirety of the interior of the vehicle before exiting.

The San Dieguito Union High School District trains all school bus drivers to know all procedures, laws and regulations pertaining to student safety including but not limited to: the "child check" procedure. Drivers have been made aware of these new laws under the California Vehicle Code and California Education Code listed above.