

Standard Operating Procedure for School Pupil Activity Bus (SPAB)

SB 1072 Exemption

Some activity trips will be contracted through transportation companies to meet the needs of Kings Canyon Unified School District. If the District uses an outside contractor/School Pupil Activity Bus (SPAB) to drive a field/sport/activity trip, they are not required to be equipped with an operational child safety alert system if the pupils are accompanied by at least one adult chaperone selected by a school official.

If an adult chaperone is not a school employee, the chaperone shall meet the requirements for a school volunteer established by the policies of the school district. One adult chaperone shall have a list of every pupil and adult chaperone, including a school employee, who is on the SPAB bus at the time of departure.

The driver must review all safety and emergency procedures before the initial departure and the driver and adult chaperone will sign a form acknowledging that the safety plan and procedures were reviewed.

Immediately before departure from any location, the adult chaperone shall account for each pupil on the list of pupils, verify the number of pupils to the driver, and sign a form indicating that all pupils are present or accounted for.

After pupils have exited a school pupil activity bus, and before driving away, the driver shall check all areas of the bus, including, but not limited to, overhead compartments and bathrooms, to ensure that the bus is vacant.

The driver shall sign a form with the time and date verifying that all required procedures have been followed.

The information required above may be recorded on a single form. These forms shall be retained by the school district, outside contractor/SPAB Company for a minimum of two years.

An adult chaperone must be 18 or older such as a parent, school volunteer, but NO STUDENT of the school district may act as a chaperone. The group leader (examples: Band Director, Football Coach) at the school site is responsible for ensuring there is an adult chaperone on each bus utilized for their group/trip.

In addition to us using outside contractors/SPAB buses, district bus drivers will not depart on a trip without an adult chaperone. The bus drivers have been instructed to call a dispatcher when there is no adult chaperone to accompany them on a field/sports/activity trip etc. This does not include home to school routes.

EXHIBIT A

Child Safety Alert System - SPAB Exemption Form

Pursuant to CVC 28160, a School Pupil Activity Bus (SPAB) is not required to be equipped with a Child Safety Alert System (CSAS) if the bus is not used exclusively to transport pupils and all of the following information is obtained and retained by Kings Canyon Unified School District for a period of two years. This exemption form must be completed for each bus used, on a SPAB trip.

The law does not require a SPAB to be equip/xul with a CSAS if all of the following conditions apply:

The SPAB is not used exclusively to transport pupils.	Yes or No
When the SPAB is used to transport pupils, the pupils are accompanied by at least one adult chaperone selected by a school official.	Yes or No
One adult chaperone has a list of every pupil and adult chaperone who is on the SPAB at the time of departure.	Yes or No
The driver has reviewed all safety and emergency procedures before departure and the driver and the chaperone acknowledge that the safety and emergency procedures were followed.	Yes or No
Immediately before departure from any location, the chaperone shall account for each pupil on the list, verify the number of pupils to the driver. Your signature indicates you have verified all pupils are present and accounted for.	Yes or No
After pupils have exited a SPAB and before driving away, the driver checks all areas of the bus, including overhead compartments and bathrooms.	Yes or No
The driver signs this form with the time and date verifying all required procedures have been followed.	Yes or No

School/Group:	Destination:
Charter Company:	Vehicle ID:

I certify that all required procedures have been followed and this SPAB is vacant from any passengers.

Print Driver Name:	Signature	Time:	Date
Print Chaperone Name:	Signature:	Time:	Date: