

DRIVER TRAINING AND RESPONSIBILITY

School bus operators will observe all state statutes and administrative rules governing traffic safety and school bus operation. The district will, at the beginning of each school year, provide each school bus driver a copy of the (a.) OSPI School Bus Driver Handbook; (b.) the district's policy and procedure on the prohibition of harassment, intimidation and bullying, (c.) all state and local rules and regulations pertaining to the operation of a school bus; and (d.) the district's written rules for student conduct on buses.

Bus Driver Qualifications

School bus drivers shall meet the qualification requirements established by the Office of Superintendent of Public Instruction and applicable state and federal law.

General School Bus Driver Requirements

School bus drivers shall: (a) wear a properly adjusted seat belt whenever the school bus is in motion; (b) immediately report any suspected malfunction or needed repair of the school bus in their charge; (c) only allow individuals authorized under the provisions of chapter 392-144 WAC to operate the school bus with passengers on board. No person except the driver shall be allowed to sit in the driver's seat; (d) Except in accordance with district policy no school bus driver shall leave the driver's seat without first securing the school bus by setting the parking brake, placing the transmission in the manufacturer's recommended position, shutting off the engine, and removing the key from the ignition switch. The keys shall be kept in the driver's or other authorized school official's possession; (e) All school bus drivers shall meet the qualifications established in chapter 392-144 WAC prior to transporting students; (f) Except in accordance with district policy, a school bus driver shall not use a personal electronic device for personal communications while operating a school bus, except for the use of such devices to report illegal activity, summon medical or other emergency help, or prevent injury to a person or property, as permitted under RCW 46.61.667. For the purpose of this section, operating a school bus is defined as when the school bus engine is running; and (g) Except in accordance with district policy, a school bus driver shall not distribute anything edible to students riding the bus.

Initial Authorization

Prior to transporting students, each school bus driver must have a school bus driver's authorization issued by the Superintendent of Public Instruction; a commercial driver license appropriate for the size vehicle they will drive, including a passenger endorsement; and a school bus endorsement (with the air brake restriction removed if they drive a bus with air brakes). A school bus driver shall also hold a valid and current first-aid card (unless the driver has a temporary school bus driver authorization). A school bus driver is required to maintain and carry a valid Department of Transportation (DOT) medical examiner's certificate and to demonstrate annually their continued ability to pass the Superintendent of Public Instruction school bus driver physical certification requirement. The school district retains the right to request more frequent medical examinations or demonstration of the physical ability requirements.

Supervision of Students

When a teacher, coach or other staff member is assigned to accompany students on a bus, such person will be responsible for the behavior of the students in his/her charge and will ensure that passengers comply with state rules and district policy and procedures for student transportation. However, the bus driver will have final authority and responsibility.

Charter Buses or Excursion Carriers

Every contract between the district and a charter bus carrier or excursion carrier, or subcontracted carrier shall require a carrier profile report indicating a satisfactory rating from the Washington Utilities and Transportation commission before any service is provided. Supervision of children on trips under this subsection shall be designated to a specific employee of the district who shall ensure that the driver shall not have unsupervised access to students during the trip.

Cross References:	6690	Contracting for Transportation Services
Legal References:	RCW 28A.160.210	School bus drivers-Training and qualifications--- Rules
	RCW 46.25	Uniform Commercial Driver’s License Act
	WAC 392-144	School bus driver qualifications
	WAC 392-145-111	School district requirements
	WAC 392-145-016	Rules for students riding school buses
	WAC 392-145-021	General operating requirements
	WAC 392-145-031	General school bus driver requirements
	49CFR382	FHWA CDL Drug Testing Requirements
Management Resources	August 2018	Policy News,
	April 2007	Policy News, School Bus Driver Qualifications
	October 2006	Policy News, Updates to Bus Driver Rules

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North Kitsap School District