

Standard Operating Procedure for School Pupil Activity Bus (SPAB)

SB 1072 Exemption

Some activity trips may be contracted through outside transportation companies to meet the needs of Dinuba 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 and 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 years of age 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, etc.) from the school site is responsible for ensuring that there is an adult chaperone on each bus utilized for their 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 dispatch when there is no adult chaperone to accompany them on a field/sports/activity trip etc. This does not include home to school routes.