



Oakdale Joint Unified School District Transportation Safety Plan

Education Code 39831.3: Requires a current copy of the Oakdale Joint Unified School District Transportation Safety Plan to be retained by each school site that is subject to the plan and made available upon request to an officer of the Department of the California Highway Patrol.

VC 28160 Child safety alert system: The new law seeks to prevent children from being left unattended on buses by requiring drivers to walk the length of the bus to deactivate an alarm system before leaving the bus. It also strengthens driver protocols and training and provides the California Department of Motor Vehicles the authority to suspend the bus driver's certificate.

The child safety alert system requirement will go into effect for the 2018-2019 school year. The provisions regarding school district transportation plans, driver training, and consequences for bus drivers' gross negligence will go into effect on January 1, 2017.

Procedures for drivers during regular home-to-school transportation

1. At the conclusion of each run, a driver shall walk the entire bus length to ensure no students have been left on the bus. After doing so, the driver will deactivate the child check system by pressing the button.
2. The driver shall ensure the child check system is activated Before driving the school bus again with children aboard the bus.
3. If a driver is found to have left the immediate vicinity of his or her assigned vehicle with an unsupervised pupil onboard in a manner that constitutes "gross negligence," the school district must notify the DMV within five days. Being reported will be grounds for the DMV to refuse to issue or revoke a bus driver's certificate.

Procedures for drivers and Chaperones of Field Trips

1. Drivers will be responsible for instructing all occupants of a field trip on procedures regarding VC 28160.
2. Drivers will be expected to after reaching a point of destination on a field trip, and after students have exited the bus, the driver will walk the entire length of the bus to ensure no students have been left on the bus.

3. Chaperones will be expected to correctly count all students riding the school bus and give that number to the driver. While on the field trip, it is the Chaperone's responsibility to account for the whereabouts of all students while at the destination.
4. Chaperones will on the return trip count the students for the return trip to ensure all students have been accounted for and give that number to the driver.
6. If a driver is found to have left the immediate vicinity of his or her assigned vehicle with an unsupervised pupil onboard in a manner that constitutes "gross negligence," the school district must notify the DMV within five days. Being reported will be grounds for the DMV to refuse to issue or revoke a bus driver's certificate.
7. **VC 22112 b:** All activity trips **must** include all stops. Buses will only stop at locations listed on the trip sheet. If chaperones are unsure of the location of where they will stop, they must specify on the trip sheet stating that there will be a rest stop and a close location of where that might be (for example, Town). The district is responsible for the students and is liable if buses stop at a location not listed on the trip sheet. It will be the staff's responsibility to obtain permission for such stops.

Pupils Requiring Escort (Vehicle Code Section 22112)

All pupils in pre-kindergarten, kindergarten, or any of the grades 1 to 8, inclusive, shall be escorted across the highway or private road.

For the Transportation Department to maintain consistent route scheduling, and the safety of each student, Rules for Boarding and Exiting the school bus for all pupils will be as follows:

At Each Pupil's School Bus Stop

1. Pupils should be at the bus stop approximately 5 minutes before the bus is scheduled to arrive. The parent or guardian should have students at the bus stop prior to pick up time.
 - State law does not permit care providers (parents/sitters etc.) to escort any pupils across the roadway upon which the bus is stopped.
 - If the student is late getting to the bus stop, or the school bus is in view, the student (pre kindergarten, kindergarten, and 1st through 8th grade) must wait to be escorted by the school bus driver, before they can cross the road on which the school bus is stopped.
 - If the student is late getting to the bus stop, or the school bus is in view, the student (9th through 12th grades) must wait until the school bus stops, the red light warning system is activated, and the driver has instructed them it is safe, before they cross the road upon which the school bus is stopped.
 - In the afternoon, if the student needs to cross the street, and a care provider is present they will both be escorted by the driver.
2. Pupils should line up and stand in an orderly manner at least twelve (12) feet away from the location where the school bus will stop.
 - Pupils shall maintain appropriate conduct at the bus stop, and on the bus, similar to classroom behavior.
 - Pupils are not to be destructive of private property at the bus stop.

3. Pupils should wait until the bus comes to a complete stop and the driver opens the door before moving closer than twelve (12) feet to the school bus.
4. After the door has opened, pupils should enter the bus in an orderly manner and should not bring aboard items of injurious or objectionable nature.
 - There is to be no shoving, or scuffling while boarding or waiting for the school bus. Pupils should keep one hand free to use the handrail.
 - Pupils shall be seated promptly, and face the front of the bus.
 - Pupils shall not leave their seat while the bus is in motion.
 - Pupils shall observe and follow the rules of the school bus and comply with the request made by the bus driver.
 - Pupils shall remain seated until the school bus stops, and the door of the school bus has been opened.
5. Pupils should exit the bus in an orderly manner as directed by the driver.
 - Pupils should keep one hand free to use the handrail.
 - Pupils are not to shove, push or cause any unnecessary commotion while exiting the school bus.
 - Pupils are not to loiter around the school bus.
 - Pupils are to move immediately away from the school bus.
6. When exiting the bus, the law requires that all Pre Kindergarten, Kindergarten, and grades 1st through 8th grade pupils who need to cross the highway or private road upon which the school bus is stopped, shall wait to be escorted by the driver.
 - Pupils shall exit the bus after the driver.
 - Pupils shall stand at the curb until the driver has told them that it is safe to cross the street.
 - The driver shall ensure that the flashing red signal system is working and that traffic is clear before escorting all students and instruct them to walk between the front of the bus and driver, and walk directly to the curb.
7. When exiting the bus, all grades 9th through 12th grade pupils, who need to cross the highway or private road upon which the school bus is stopped shall wait for the driver to instruct students that it is safe and they can walk in front of the bus without an escort as long as the red light warning system on the bus is activated.
8. Where Pre Kindergarten through 12th grade students must cross the road together, all students shall be escorted by the driver.
9. At no time shall any student cross behind the bus.
 - The driver shall ensure that the area directly in front of the bus, and both sides of the bus, are clear from pupils, pedestrians, and traffic before putting the bus in motion.
 - The driver shall keep current on their routes, to determine which students require an escorted crossing. An escort list shall be maintained by the drivers of the assigned route and copies of the escort list will be kept on file at the Transportation Office.
10. For new students who have enrolled after the start of the year, the drivers shall obtain verification that the student has received rules and regulations for school bus rider's, and the driver shall confirm with the school bus driver instructor if the pupil requires a escort crossing, which will be communicated to the dispatcher for a route update.

11. **Education Code 39831.3** : The County Superintendent of Schools, 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 is not required to use the services of and onboard school bus monitor, in addition to the driver, to carry out the procedures for loading and unloading of school pupils at a school bus stop or on a school activity trip.

At a School or Other Trip Destination

1. Pupils should line up and stand in an orderly manner at least twelve (12) feet away from the location where the bus will stop.
2. Pupils should wait until the bus comes to a complete stop and the driver opens the door before moving closer than twelve (12) feet from the bus.
3. Pupils should enter the bus in an orderly manner and should not bring aboard items of injurious or objectionable nature.
4. Pupils should exit the bus in an orderly manner as directed by the driver.
5. Pupils should wait outside the bus in an orderly manner as directed by the adult in charge of the trip. Responsibilities of the students conducted on activity trips or at a rest area, or at food stops shall be under the supervision of the teacher / coach, or chaperone in charge of the trip.

USE OF THE RED LIGHT CROSSOVER SYSTEM

California Vehicle Code Section 22112 Requirements

- (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 bus is so equipped, beginning 200 feet before a 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 light 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 authorized by the superintendent 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 pre-kindergarten, 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 pupils require 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, with the approval of the Department of the California Highway Patrol, to present a traffic or safety hazard.

(f) Notwithstanding subdivisions (a) to (d), inclusive, the Department of the California Highway Patrol may require the activation of an approved flashing amber warning light system, if the school bus is so equipped, or the flashing red light signal system and stop signal arm, as required on a school bus, at any location where the department determines that the activation is necessary for the safety of school pupils loading or unloading from a school bus.

SCHOOL BUS RULES

1. TITLE 5 CCR 14103: DRIVERS AUTHORITY: 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 the 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 in route between home and school and other destinations.

2. AUTHORIZED RIDERS: Bus Transportation is for authorized riders only.

3. BUS STOP ASSIGNMENT: Students may not get on or off the bus at any location other than their regularly designated stop.

4. BUS DEPARTURE TIMES: Students should be at the bus stops at least 5 minutes prior to bus arrival; buses must operate on a definite schedule and drivers will not wait for late arrivals. Continued late arrival to the bus stop will result in disciplinary action.

5. **BOARDING THE BUS:** As the bus approaches, pupils must form an orderly single-file line and stand no closer than 12' feet. Students shall not move toward the bus until it has come to a complete stop. Pupils must enter the bus one at a time, with no pushing or shoving in line.
6. **SEAT ASSIGNMENT:** Pupils are to take the seat indicated by the driver. They may not exchange seats without the driver's permission.
7. **SEAT BELTS:** All riders must wear seat belts at all times if the bus is so equipped.
8. **PUPILS MUST REMAIN SEATED:** Pupils must sit upright, face the front of the bus, keep feet out of the aisle, and in no way obstruct aisles or bar progress of other pupils in or out of the bus. Standing, walking, or any movement out of seats while the bus is in motion is prohibited.
9. **HANDS/BODY OUT OF WINDOWS:** Pupils may not extend hands, arms, head, or any part of the body out of the window on a school bus. Unauthorized exiting from emergency doors and windows is prohibited.
10. **TAMPERING WITH BUS EQUIPMENT:** Tampering with bus doors, emergency exits, radio, bus equipment or controls is prohibited.
11. **PUPILS MAY NOT SMOKE:** Smoking, or the use of tobacco products, or lighting of any material is prohibited.
12. **EXCESSIVE NOISE/DISORDERLY CONDUCT:** Pupils are prohibited from creating disturbances, such as whistling, playing musical instruments, yelling or talking loudly, throwing articles, shooting rubber bands, scuffling, etc. Pupils shall quietly converse only with those pupils sitting in the same seat that they occupy. Distractions and noise inside the bus must be kept to a minimum so that the driver can hear or observe approaching emergency vehicles, horns or other impending hazards.
13. **PROFANE LANGUAGE / GESTURES:** Using profane language or obscene gestures is prohibited.
14. **LITTERING:** Littering of any kind is prohibited.
15. **FIGHTING:** Pupils may not interfere with others, nor destroy property of others. Students may not intimidate or threaten anyone on the bus. They must keep their hands to themselves: fighting, slapping, hitting, poking, shoving, pulling hair, etc. in the bus or at the bus stop is prohibited.
16. **EATING/DRINKING:** No chewing gum.
17. **PROHIBITED OBJECTS:** Items such as glass containers, large or dangerous objects are not allowed on the bus. Transporting live animals, fish, reptiles, or insects, is not permitted on the school bus.
18. **RED LIGHT CROSSING:** Pre kindergarten, Kindergarten through 8th grade pupils may NOT cross the street once the bus is in view, or when being discharged from the bus, without obtaining assistance from the driver. They must wait until the driver has secured the bus, turned on the red crossover lights, and entered the roadway to ensure that all traffic has come to a complete stop.
19. **RED LIGHT CROSSING:** 9th through 12th grade pupils may not cross the street once the bus is in view, or when being discharged from the bus until the driver has secured the bus and turned on the red crossover lights to ensure that all traffic has come to a complete stop.
20. **DAMAGE TO SCHOOL BUS OR BUS STOP:** Students may not damage or vandalize the school bus or the bus stop.

SCHOOLBUS EMERGENCY PROCEDURES AND PASSENGER SAFETY

EDUCATION CODE SECTION 39831.5 39831.5. (a) All pupils in pre-kindergarten, kindergarten, and grades 1 to 12, inclusive, in public or private school who 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 the responsibilities of passengers seated next to an emergency exit. As part of the instruction, pupils shall evacuate the school bus through the emergency exit doors.

(4) Instruction on the use of passenger restraint systems 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.

(5) 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.

(b) The following information shall be documented each time the instruction required by paragraph, (2) of subdivision (a) is given:

- (1) Name of school district, county office of education, or private school.
- (2) Name and location of school.
- (3) Date of instruction.
- (4) Names of supervising adults.
- (5) Number of pupils participating.
- (6) Grade levels of pupils.
- (7) Subjects covered in instruction.

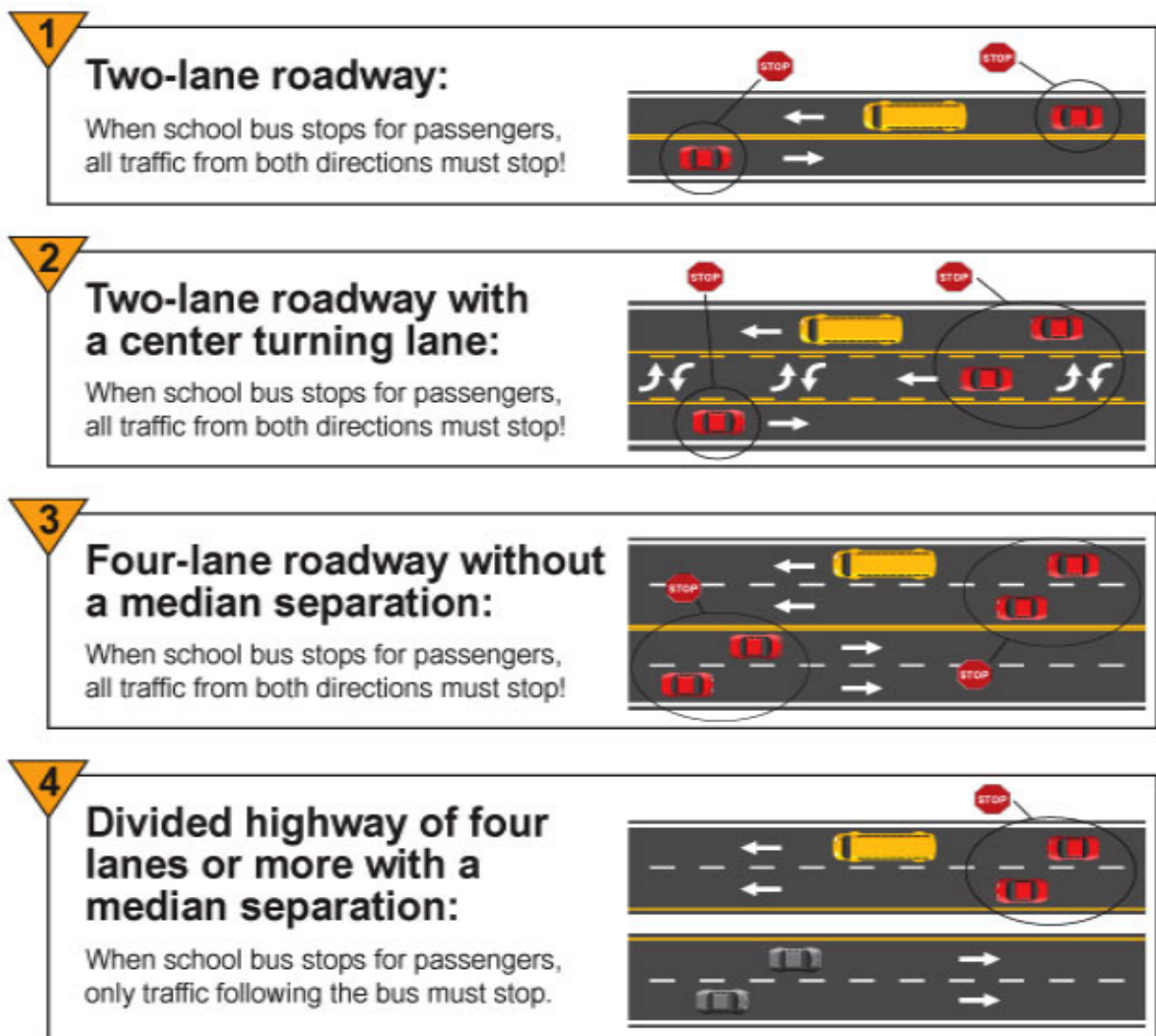
(8) Amount of time taken for instruction.

(9) Bus driver's name.

(10) Bus number.

(11) Instructions regarding SB 1072 and additional signatures for

(12) Additional remarks. The information recorded pursuant to this subdivision shall remain on file at the district or county office, or at the school, for one year from the date of the instruction, and shall be subject to inspection by the Department of the California Highway Patrol.





SCHOOL BUSES WITH OVERHEAD
Red and Yellow Lights

- ▶ Yellow lights are flashing:
Prepare to stop
- ▶ Red lights are flashing:
Stop no closer than 20 feet
from the bus
- ▶ Red lights turned off:
Proceed



SCHOOL BUSES WITH OVERHEAD
Red Lights

- ▶ Red lights are flashing and bus
is stopped:
Stop no closer than 20 feet
from the bus
- ▶ When red lights are turned off:
Proceed

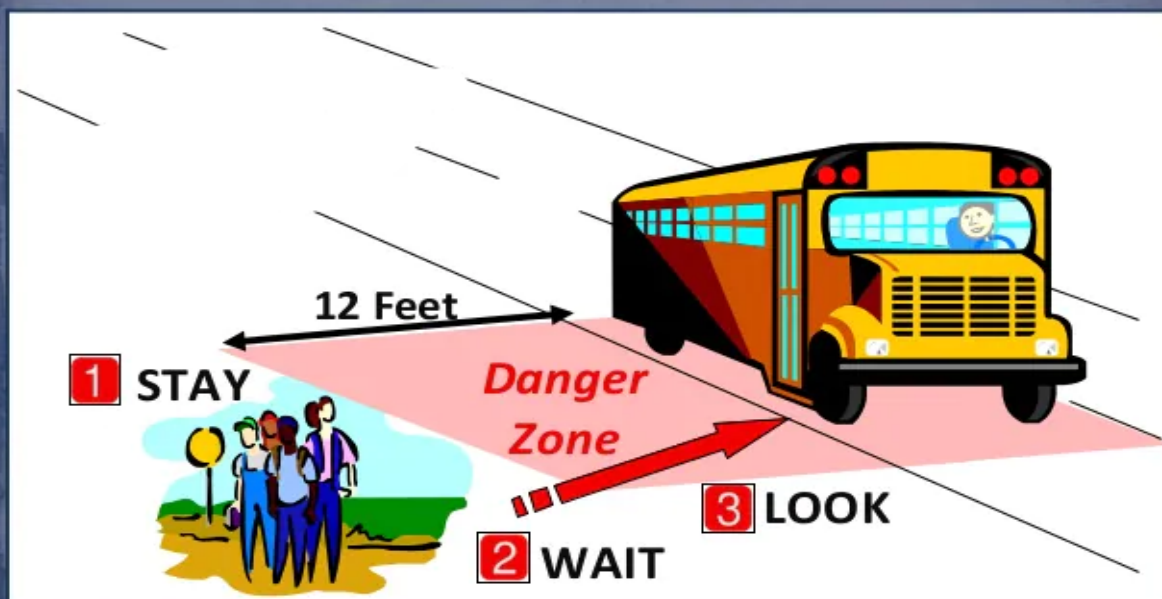


ALL SCHOOL BUSES
Yellow Lights

- ▶ Yellow hazard warning lights
are flashing:
Proceed with caution

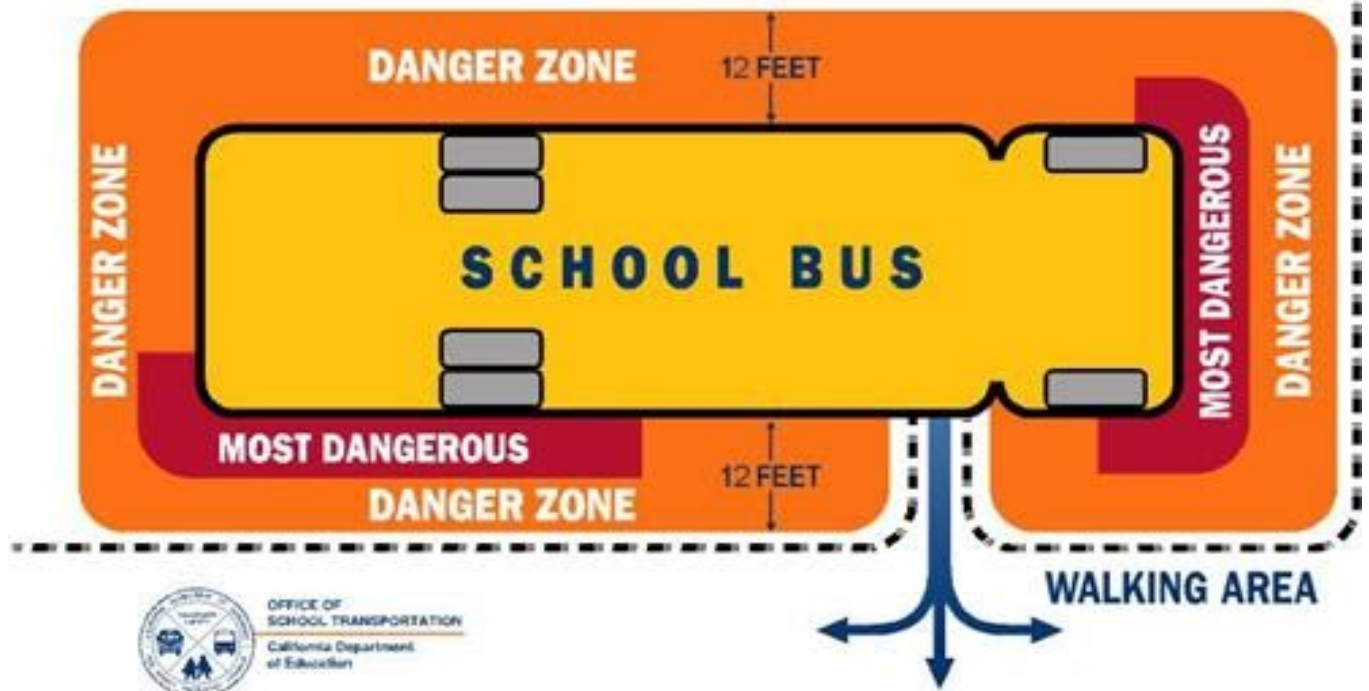


Loading from Door Side



DANGER ZONES

DANGER FROM PASSING CARS



OFFICE OF
SCHOOL TRANSPORTATION
California Department
of Education