COLORADO DEPARTMENT OF EDUCATION

Colorado State Board of Education

COLORADO RULE FOR THE OPERATION, MAINTENANCE, AND INSPECTION OF SCHOOL TRANSPORTATION VEHICLES
1 CCR 301-26

1.0 Statement of Basis and Purpose

1.1 Colorado law authorizes the State Board of Education to adopt and enforce regulations governing the safe operation of school buses and School Transportation Vehicles used for the transportation of students pursuant to sections 22-51-108 and 42-4-1904, C.R.S.

1.2 The purpose of these rules is to adopt and enforce regulations governing the reasonable and adequate standards of safety for the operation, maintenance, and inspection of School Transportation Vehicles that promote the welfare of the students and afford reasonable protection to the public. These rules are designed to align with federal and state laws and standards, reflect current industry practices, and incorporate recommendations from Educational Entity transportation professionals.

1.3 Exemptions by Commissioner

1.3.1 The Commissioner, or designee, may provide an exemption to the Rules for the Operation, Maintenance, and Inspection of School Transportation Vehicles to the extent the Commissioner finds an exemption to be appropriate.

2.0 Definitions

2.0.1 Defined Terms. Terms defined in Section 2.0 shall be capitalized throughout these rules.

2.1 “Advanced Driver Assistance System” or ADAS means electronic vehicle technology designed to assist the driver in monitoring vehicle operation or roadway conditions.

2.2 “Annual” means a recurring date-to-date compliance period that expires at the end of the day exactly one calendar year after the date listed on the document.

2.2.1 Exception: “Annual,” when used in reference to Annual Inspections, means valid through the last calendar day of the month that is twelve months from the date of the previous inspection.

2.3 “CDE Annual Inspector” means a person qualified to perform Annual Inspections on School Transportation Vehicles to ensure compliance with the Colorado Department of Education (CDE) regulations.

2.4 “CDE Annual Inspector Hands-On Tester” means a credentialed individual authorized to proctor the CDE initial hands-on performance test for CDE Annual Inspector candidates to confirm compliance with CDE regulations.

2.5 “CDE Entry-Level Driver Instructor” means an individual qualified to provide instruction for the Theory and/or Behind-the-Wheel (BTW) curricula pursuant to 49 C.F.R. § 380, Appendices B, C, and D.

2.6 “CDE Entry-Level Driver Hands-On Trainer” means a credentialed individual authorized to provide instruction and evaluation to prospective School Transportation Entry-Level Driver Trainer (ELDT) Instructor candidates.

2.7 “Charter Bus” pursuant to section 40-10.1-301, C.R.S., means a motor vehicle with a minimum seating capacity of 33, excluding the driver, that is hired to transport a person or group of persons traveling from one location to another for a common purpose. A Charter Bus shall not provide regular Route service between locations. This vehicle may only be used for traveling to School-Related Events.

2.8 “Charter School” means a public school that operates pursuant to a charter contract entered into pursuant to the provisions of Article 30.5 of Title 22, C.R.S. As used in this title, unless the context otherwise requires, “Charter School” includes any type of Charter School created pursuant to the provisions of Article 30.5 of Title 22, 22-1-101(2), C.R.S.

2.9 “Charter Service” or “Charter” means the prearranged transportation pursuant to 4 CCR 723-6 of an affiliated group of persons (such as a school, organization, or athletic team) traveling together for a common purpose, where the district obtains a motor coach bus and driver for a specific period of time and directs the pick-up and drop-off locations and times.

2.10 “Child Safety Restraint System” or “CSRS” means a specialized device or integrated seating system designed to restrain a child during transportation and secured to or incorporated into a School Transportation Vehicle seat. This can include systems designed for young or small children and children with specialized transportation needs.

2.11 “Educational Entity” means a school district, charter school, Service Provider, Specialized Day School, or Board of Cooperative Educational Services (BOCES) subject to these rules.

2.12 “Multifunction School Activity Bus” or MFSAB means a type of School Bus that is required to meet all FMVSS regulations applicable to School Buses, except those requiring the installation of Traffic Control Devices and those pertaining to vehicle color. Pursuant to Rule 7.2 of these rules, Type A-2, B, C, and D Multifunction School Activity Buses shall not be used for transporting students to and from home to school for Route purposes as defined in these rules.

2.12.1 Exception: Per 1 CCR 301-26, 14.1.1, Type A-1 Multifunction School Activity

Buses may be used to transport students to and from school, school to school for Route purposes, and activities.

2.13 “Natural Person” means a human being, as distinguished from a corporation or an automated system.

2.14 “Route” means a documented and authorized itinerary approved by an Educational Entity for the transportation of students. A Route consists of travel between identified locations, including student stops, school campuses, or other approved facilities. All Routes must be operated by a driver and vehicle meeting all applicable state and federal safety standards. This definition includes regular daily schedules, shuttle services, and specialized transport, regardless of whether the itinerary follows a fixed timetable.

2.15 “School Bus” means a passenger vehicle that is designed and used to carry more than 10 passengers in addition to the driver, and which the Secretary of Transportation determines is likely to be significantly used for the purpose of transporting pre-primary, primary, or secondary school students to or from school or an event related to school. School buses are specifically designed for maximum safety.

2.16 “School-Related Event” means any academic, athletic, or extracurricular activity officially sponsored, organized, or sanctioned by an Educational Entity, regardless of whether the activity occurs on or off school grounds or within or outside of regular school hours.

2.17 “School-Related Event Transportation” or “Activity Transportation” means the authorized transport of students by an Educational Entity to and from School-Related Events.

2.18 “School Transportation Bus Attendant” means a person assigned by the transportation department to assist a School Transportation Vehicle Operator in controlling the behavior of students on the bus and/or ensuring the safety of students getting on and off the School Transportation Vehicle.

2.19 “School Transportation Vehicle” means every motor vehicle that is owned, leased, or authorized by an Educational Entity, and is operated for the transportation of students for Route or School-Related Event purposes within the State of Colorado. This definition excludes vehicles operated as common carriers or informal carpooling.

2.20 “School Transportation Vehicle Operator” means an employee of an Educational Entity, as defined in these rules, who is responsible for safely transporting students for Routes and/or School-Related Events.

2.21 “Service Provider” means a company or individual that exclusively transports students from home to school, school to school, and School-Related Events, which is hired by a school district or charter school.

2.22 “Small-Capacity Vehicle” means a motor vehicle that does not meet the requirements of Type A, B, C, or D School Buses or Multifunction School Activity Buses, designed for

general purpose use. These vehicles with a manufacturer-assigned capacity of 11 or fewer passengers (excluding the driver) may be used to carry students to and from school, from school to school, or to school-related events, and shall meet or exceed all applicable rules and regulations.

2.23 “Small-Capacity Vehicle Operator” means an operator who drives a motor vehicle, which does not meet the requirements of Type A, B, C, or D School Buses or Multifunction School Activity Buses, and is designed for general-purpose use. These vehicles have a manufacturer-assigned capacity of 11 or fewer passengers (excluding the driver).

2.24 “Specialized Day School” pursuant to section 22-2-402(5.5), C.R.S., means a school that serves students who are referred to or placed by a Public Entity or placed in a specialized day school by a hospital, healthcare provider, behavioral health provider, case management service, court, division of youth services, school district, county department of human or social services, or other state agency because the students’ behavioral and educational needs are beyond the capacity of the students’ current educational placement due to the severity of the students’ needs or the requirement for highly specialized programming.

2.25 “Traffic Control Device” means any sign, signal, marking, or device placed on or adjacent to a roadway for the purpose of regulating, warning, or guiding traffic.

2.26 “Wheelchair Tie-Down Occupant Restraint System” or WTORS means a system or device for securing wheelchairs and a system of belts for restraining occupants seated in the secured wheelchairs. This can include both strap-type and docking-type securement systems.

3.0 Applicability of Rules

3.1 Scope of Coverage

3.1.1 These rules and regulations govern the operation, maintenance, and inspection of all public-school transportation conducted by an Educational Entity for:

(A) For the purpose of Route transportation, as defined in these rules.

(B) For the purpose of School-Related Event Transportation, as defined in these rules.

3.2 Exemptions

3.2.1 These rules are not intended to include:

(A) Private Vehicles: Motor vehicles used exclusively for the transportation of members of the owner’s household.

(B) Unauthorized Arrangements: Transportation not authorized by the Educational Entity, including but not limited to sharing of actual gasoline expense or participation in a car-pool;

(C) Emergency Operations: The operations of vehicles during bona fide emergencies consistent with policies of the local board of education;

(D) Volunteer/Staff Transport: Transportation for School-Related Events provided by individuals using private motor vehicles, including parent volunteers, coaches, or teachers; or

(E) Common Carriers and TNCs: Services provided by common carriers (e.g., RTD, taxis, limousines) or Transportation Network Companies (TNCs) operating under section 40-10.1-602, C.R.S., the US Department of Transportation, or the Public Utilities Commission (PUC).

(F) Day Treatment Centers, Residential Child Care Facilities, and Hospitals: Approved Facility Schools that are not Specialized Day Schools and that are part of or operated by day treatment centers, part of residential child care facilities, or hospitals shall be exempt from the requirements of these Rules when the facility is subject to and complies with applicable rules promulgated by the Colorado Department of Human Services (CDHS) or the Colorado Department of Public Health and Environment (CDPHE).

3.3 Local Authority

3.3.1 These rules establish minimum standards. An Educational Entity may adopt policies that are more stringent than these rules, provided such policies do not conflict with state or federal law.

4.0 Non-Compliance

4.1 STAR Reviews

4.1.1 CDE will perform periodic School Transportation Advisory Reviews (STAR) of Educational Entities to evaluate and assist with compliance with these rules.

(A) CDE will inform the designated Educational Entities in July that their STAR review is scheduled to be conducted during that school year.

(B) At least 30 days prior to the scheduled date and time of the STAR review, CDE will provide written notification to Educational Entities of their scheduled date and time.

(C) CDE will provide Educational Entities with documentation of the STAR findings.

(D) Within 30 days of receipt of the documentation of STAR findings, Educational Entities shall respond in writing to outline corrective actions if necessary.

4.2 Revocation or Suspension of Certification

4.2.1 CDE may revoke or suspend a CDE certificate issued under these rules upon the finding of non-compliance.

5.0 Educational Entity Responsibilities

5.1 Responsibilities and Governance

5.1.1 All Service Providers shall register with the Colorado Department of Education (CDE) School Transportation Unit by submitting the Service Provider Registration Form. Submission of this registration form constitutes self-certification by the Service Provider that all School Transportation Vehicles used for contracted service - whether leased, rented, or owned - meet or exceed the Colorado Minimum Standards. Furthermore, this form submission by the Service Provider self-certifies compliance with the Colorado Rules for the Operation, Maintenance, and Inspection of School Transportation Vehicles. There shall be no fee to register.

(A) Service Providers shall renew their registration every three years.

(B) School Districts and Charter Schools should only utilize Service Providers that have a current CDE STAR review and are listed on the Registered Service Provider list.

(C) Exception: Service Providers with a current PUC Registration in good standing are exempt from the requirements of this Rule.

5.1.2 Educational Entities shall complete and submit the Educational Entity Contact Information Form to the Colorado Department of Education (CDE) School Transportation Unit.

(A) Educational Entities shall renew their contact information using the Educational Entity Contact Information Form on an Annual basis, prior to the start of each school year, and within 30 calendar days after any change in transportation administration personnel.

5.1.3 Educational Entities shall have written emergency procedures and/or contingency plans to be followed in the event of a traffic accident, vehicle breakdown, unexpected school closing, unforeseen Route change, or relocation of a student stop in an emergency.

5.1.4 Educational Entities utilizing cameras or surveillance systems on School Transportation Vehicles shall establish, implement, and maintain written policies and procedures governing the management of recorded media.

5.1.5 Every School Transportation Vehicle in service shall be operated by a Natural Person, as defined in these rules.

(A) Any automated driving technology used on a School Transportation Vehicle shall not exceed Level 2 automation as defined in SAE J3016.

5.2 Personnel Standards

5.2.1 Educational Entities shall, at the time of hire, provide each member of transportation personnel with a copy of the applicable transportation job description. The job description shall be signed and acknowledged by the employee. This requirement shall apply to School Transportation Vehicle Operators, School Transportation Bus Attendants, CDE Annual Inspectors, and Entry-Level Driver Instructors.

5.2.2 Educational Entities shall conduct background checks pursuant to sections 22-32-122(4) or 22-32-109.8, C.R.S., whichever is applicable, on all supervisors, trainers, School Transportation Vehicle Operators, School Transportation Bus Attendants, technicians, and dispatchers.

5.2.3 Educational Entities shall maintain individual qualification files for all applicable school transportation personnel.

(A) Files shall include written substantiation of all requirements applicable under Section 6.0.

(B) Documentation for each training event shall include, at a minimum:

(1) Trainer name and signature of all attendees;

(2) Date and total duration of instruction;

(3) Itemized description of the topics covered, and the time allotted to each.

(C) If a School Transportation Vehicle Operator, School Transportation Bus Attendant, or CDE Annual Inspector works for more than one Educational Entity, or is the operator of an outside inspection site, each employer shall maintain a file with documentation in accordance with this rule.

5.2.4 Educational Entities shall require all transportation directors or other supervisory positions responsible for direct oversight of any aspects of transportation

personnel, training, record keeping, fleet operations and maintenance, general operations, and policies to complete the CDE New to Transportation Class within the first 12 months of employment.

5.3 Required Training and Documentation

5.3.1 Transportation Documentation and Personnel Training

(A) Educational Entities shall present all School Transportation Vehicle Operators and School Transportation Bus Attendants with the applicable CDE School Transportation Vehicle Operator or School Transportation Bus Attendant Guide prior to transporting students.

(B) School Transportation Vehicle Operators shall have documentation demonstrating completion of trailer towing training or verifiable experience prior to driving a School Transportation Vehicle with a trailer attached.

5.3.2 Transporting Students with Special Needs

(A) Educational Entities shall provide School Transportation Vehicle Operators and School Transportation Bus Attendants with all documentation necessary to safely transport assigned students, including Child Safety Restraint System requirements and other relevant medical or behavioral information, prior to the initiation of transportation services.

(1) When an Educational Entity enrolls, transfers, or assumes responsibility for a student with an Individualized Education Program (IEP) or § 504 Plan that includes transportation services, the Educational Entity shall ensure that all documentation applicable to transportation is provided to the appropriate transportation personnel or provider prior to the initiation of services, and as soon as practicable following any determination or revision of the student's transportation needs, to support safe and appropriate transportation.

(B) Any School Transportation Vehicle Operator and School Transportation Bus Attendant assigned to students eligible under the Individuals with Disabilities Education Act (IDEA) shall receive documented training on the student's Individualized Education Program (IEP). Per 34 C.F.R. § 300.156, this training shall include, but is not limited to:

(1) Behavioral intervention strategies;

(2) Personalized Learning Systems (PLS) protocols;

(3) Individualized health care plan implementation.

5.3.3 Transporting Students Eligible under McKinney-Vento and ESSA

(A) When an Educational Entity identifies, enrolls, or assumes responsibility for a student eligible under the McKinney-Vento Homeless Assistance Act, the Every Student Succeeds Act (ESSA - Foster Care), or section 22-32-138, C.R.S., the Educational Entity shall ensure that relevant transportation details, emergency contacts, and safety information are provided to the appropriate transportation personnel prior to the initiation of services. Specialized transportation services shall be initiated immediately in accordance with applicable federal requirements to support educational stability.

(1) The Educational Entity shall coordinate directly with the transportation department, McKinney-Vento District Liaison, and/or the Child Welfare Education Liaison to establish and update all transportation arrangements.

(B) Educational Entities shall establish a written protocol in alignment with state laws HB18-1206 and section 22-32-138, C.R.S., and applicable federal requirements. This protocol shall be developed in coordination with, and distributed to, the McKinney-Vento District Liaison, the Child Welfare Education Liaison, and the Educational Entity's transportation department. The protocol shall, at a minimum, include:

(1) Timely notification of student transportation needs;

(2) Route adjustments and procedures; and

(3) Student confidentiality standards.

5.3.4 Entry-Level Driver Training Requirements (49 C.F.R. § 380.601)

(A) In accordance with 49 C.F.R. § 380.601, effective February 7, 2022, all Educational Entities shall verify that entry-level School Transportation Vehicle Operators requiring a Commercial Driver's License (CDL) complete mandatory pre-service training. This training shall adhere to the following standards:

(1) Curriculum: Shall include both Theory and Behind-the-Wheel (BTW) components as defined by Federal Motor Carrier Safety Administration (FMCSA) standards.

(2) Provider: Training shall be conducted exclusively by an entity registered and listed on the FMCSA Training Provider Registry (TPR).

5.4 Medical Fitness and Safety

5.4.1 Educational Entities shall develop job qualification standards to ensure that each School Transportation Vehicle Operator, School Transportation Bus Attendant, CDE Annual Inspector, and School Transportation Entry-Level Driver Instructor can perform all essential functions consistent with federal and state regulations.

(A) School Transportation Vehicle Operators and School Transportation Bus Attendants shall demonstrate the ability to execute all core duties, specifically including emergency evacuations, in accordance with the standards defined by the employing Educational Entity.

5.4.2 The employing Educational Entity may require, at any time, a medical evaluation or physician's release when the Entity has reasonable cause to believe that a medical condition may impair safe performance of duties.

(A) Educational Entities shall not permit a School Transportation Vehicle Operator to transport students while the operator's ability or alertness is so impaired, through fatigue, illness, or any other cause, as to make it unsafe for the operator to transport students.

5.4.3 School Transportation Vehicle Operators and/or School Transportation Bus Attendants experiencing acute medical conditions, sudden illness, or injuries impacting safety, vision, or physical capability shall submit a clinical return-to-work release. Such documentation, along with any additional requirements under local policy, shall be verified by the Educational Entity before the school transportation employee resumes assigned duties.

(A) Pursuant to 49 C.F.R. § 391.45(g), CDL operators shall obtain a new DOT Physical after returning from a medical condition (physical or mental injury or disease) that has impaired the driver's ability to perform his or her normal duties.

(B) Exception: Individuals who are currently under programs such as FMLA or FAMLI with approved intermittent leave are excluded from Rule 5.4.3.

5.5 Drug and Alcohol Compliance (49 C.F.R. § 382)

5.5.1 Pursuant to 49 C.F.R. § 382, Educational Entities shall comply with the following requirements:

(A) Drug and Alcohol Clearinghouse:

(1) Conduct a pre-employment full query of the FMCSA Drug and Alcohol Clearinghouse for all prospective CDL operators to verify they are not prohibited from performing safety-sensitive functions.

(2) Conduct and maintain the Annual Drug and Alcohol Clearinghouse query for all CDL operators.

(3) Obtain a signed Limited Query Consent Release Form from each CDL operator prior to the initial query of the Clearinghouse Database and shall maintain a valid consent on file for the duration of the driver's employment.

(B) Drug and Alcohol Testing:

(1) Ensure all CDL operators have completed a pre-employment drug test prior to transporting students.

(2) Ensure all CDL operators are enrolled in a USDOT-approved drug and alcohol testing program.

(C) Supervisory Training:

(1) Have documentation of completing “Reasonable Suspicion” training for all supervisors of CDL operators.

6.0 Qualification File Requirements

6.0.1 General Requirement:

(A) Each Educational Entity shall maintain qualification files for all Transportation Personnel subject to this Section.

(B) Unless otherwise specified, required Annual documentation shall be completed and retained within the Annual timeframe established by these rules.

6.1 School Transportation Vehicle Operators

6.1.1 Core Permanent Qualification File Requirements (All School Transportation Vehicle Operators)

(A) Educational Entities shall maintain a permanent qualification file for each School Transportation Vehicle Operator that contains the following documentation:

(1) Documentation of the job description, signed by the employee to acknowledge receipt and understanding, as required by Rule 5.2.1.

(2) A copy of the driver’s preliminary Motor Vehicle Record (MVR), verified by the reviewer’s initials or an electronic equivalent.

(3) Documentation demonstrating completion of mountain and adverse weather training pursuant to section 42-4-1902, C.R.S.

(4) Documentation demonstrating completion of mandatory reporter training pursuant to sections 22-32-109(1)(z), 19-3-304,and 19-3-307, C.R.S.

(5) Documentation demonstrating completion of confidentiality training pursuant to sections 22-1-123, 22-16-104, and 22-32-109.3, C.R.S.

(6) Documentation demonstrating completion of review and acknowledgment of the Educational Entity's policies (JKA and JKA-R) regarding the Use of Physical Intervention and Restraint on Students.

(7) Documentation of an initial driver performance evaluation, including a pre-trip inspection conducted in a vehicle that is similar in type and size to the vehicle the applicant is assigned to operate.

(8) Documentation demonstrating completion of the training for the proper use and care of Child Safety Restraint Systems (CSRS) and proper wheelchair securement when the operator is engaged in transportation involving these systems and devices, prior to transporting students.

(9) School Transportation Vehicle Operators shall have access to and thoroughly review the applicable operator guide (either the School Bus/Multifunction Bus/Motor Coach Operator Guide or the Type A Multifunction Bus/Small-Capacity Vehicle Operator Guide) and sign the Certificate of Receipt and Understanding.

6.1.2 CDL Operator Qualification File Requirements (Vehicles 16+ Capacity)

(A) Annual File Requirements:

(1) A copy of a current, valid commercial driver's license (CDL) with the proper class and endorsement for the size and type of vehicle(s) to be driven.

(2) The Medical Examination Certification documentation required pursuant to the Federal Motor Carrier Safety Regulations, 49 C.F.R. § 383.71.

(3) A Motor Vehicle Record (MVR) review shall be conducted annually. The MVR shall verify that the operator possesses a

current, valid Class B Commercial Driver's License (CDL) or higher with the required endorsements and a valid medical certificate. The evaluator shall initial or digitally sign the MVR to document completion of the review.

(4) Documentation pursuant to Rule 5.2.3(B) of a minimum of six hours of in-service (continuing education) training annually. A portion of this Annual in-service requirement may occur during the school year.

(5) Successful completion of the Annual CDE School Bus/Multifunction Bus/Motor Coach Operator written examination with a minimum passing score of 80%.

(6) A driver performance evaluation, including a pre-trip inspection.

(a) This evaluation shall be conducted in a vehicle that is similar in type and size to the vehicle the applicant is assigned to operate. Educational Entities have the option to re-evaluate at their discretion.

(7) Documentation verifying successful completion of first aid training, including cardiopulmonary resuscitation (CPR) and universal precautions, within 90 calendar days of initial employment.

(a) If the School Transportation Vehicle Operator holds a current first aid and cardiopulmonary resuscitation certificate, it will meet the requirements of this section.

(b) School Transportation Vehicle Operators shall receive first aid training and/or recertification training every two years thereafter.

(B) Additional Permanent File Requirements:

(1) Pre-service (new driver) training documentation. The driver qualification file shall contain a preliminary motor vehicle record and one of the following:

(a) Entry-Level commercial operators shall have a copy of the following training certificate(s) and training syllabus placed in their qualification file, indicating that they have passed all required FMCSA pre-service training.

(i) Class B Theory Certificate and Syllabus;

(ii) Passenger Theory Certificate and Syllabus;

(iii) School Bus Theory Certificate and Syllabus;

(iv) Class B Behind-the-wheel Certificate and Evaluation;

(v) Passenger Behind-the-wheel Certificate and Evaluation;

(vi) School Bus Behind-the-wheel Certificate and Evaluation.

(b) Documentation verifying that the School Transportation Vehicle Operator completed pre-service training prior to February 7, 2022, that included training on the types of duties they may be required to perform.

6.1.3 Non-CDL Route Operator Qualification File Requirements (Vehicles 15 or fewer Capacity)

(A) Annual File Requirements:

(1) A copy of a current, valid driver's license; a CDL is not required for this class of vehicle.

(2) The School Transportation Vehicle Operator of a Small-Capacity Vehicle and Type A vehicle shall annually complete the CDE Vehicle Operator's Medical Information Form .

(a) Any yes annotations shall require a doctor's release.

(b) Pursuant to 49 C.F.R. § 391.43, the operator of a Type A vehicle (over 10,000 pounds GVWR) that travels across state lines shall complete a DOT physical by a certified Medical Examiner. A copy of the medical certificate shall be placed in the driver qualification file. This form shall be reviewed annually.

(3) A Motor Vehicle Record (MVR) review shall be conducted annually. The MVR shall verify that the School Transportation Vehicle Operator possesses a current, valid driver's license. The evaluator shall initial or digitally sign the MVR to document completion of the review.

(4) Documentation pursuant to Rule 5.2.3(B) of a minimum of six

hours of in-service (continuing education) training annually. A portion of this Annual in-service requirement may occur during the school year.

(5) Successful completion of the Annual CDE Type A Multifunction Bus/Small-Capacity Vehicle Activity Operator written examination with a minimum passing score of 80%.

(6) A driver performance evaluation, including a pre-trip inspection.

(a) This evaluation shall be conducted in a vehicle that is similar in type and size to the vehicle the applicant is assigned to operate. Educational Entities have the option to re-evaluate at their discretion.

(7) Documentation verifying successful completion of first aid training, including cardiopulmonary resuscitation (CPR) and universal precautions, within 90 calendar days of initial employment.

(a) If the School Transportation Vehicle Operator holds a current first aid and cardiopulmonary resuscitation certificate, it will meet the requirements of this section.

(b) School Transportation Vehicle Operators shall receive first aid training and/or recertification training every two years thereafter.

(B) Additional Permanent File Requirements:

(1) Pre-service (new driver) training documentation. The driver qualification file shall contain an initial motor vehicle record and one of the following:

(a) Certificate of Completion from the CDE Small Vehicle Operator’s online course.

(b) Documentation verifying that the operator completed pre-service training that included training on the types of duties they may be required to perform.

6.1.4 Non-CDL Activity Operator Qualification File Requirements (Vehicles 15 or fewer Capacity)

(A) Annual File Requirements:

(1) A copy of a current, valid driver’s license; a CDL is not required for

this class of vehicle.

(2) The operator of a small capacity vehicle and Type A vehicle shall annually complete the CDE Vehicle Operator's Medical Information Form.

(a) Any yes annotations shall require a doctor's release.

(b) Pursuant to 49 C.F.R. § 391.43, the School Transportation Vehicle Operator of a Type A vehicle (over 10,000 pounds GVWR) that travels across state lines shall complete a DOT physical by a certified Medical Examiner. A copy of the medical certificate shall be placed in the driver's qualification file. This form shall be reviewed annually.

(3) A Motor Vehicle Record (MVR) review shall be conducted annually. The MVR shall verify that the School Transportation Vehicle Operator possesses a current, valid driver's license. The evaluator shall initial or digitally sign the MVR to document completion of the review.

(4) Successful completion of the Annual CDE Type A Multifunction Bus/Small-Capacity Vehicle Activity Operator written examination with a minimum passing score of 80%.

(5) Documentation verifying that they have received first aid, cardiopulmonary resuscitation, and universal precautions information.

(a) If the School Transportation Vehicle Operator holds a current first aid and cardiopulmonary resuscitation certificate, it will meet the requirements of this section.

(B) Additional Permanent File Requirements:

(1) Pre-service (new driver) training documentation. The driver qualification file shall contain an initial motor vehicle record and one of the following:

(a) Certificate of Completion from the CDE Small Vehicle Operator's online course.

(b) Documentation verifying that the School Transportation Vehicle Operator completed pre-service training that included training on the types of duties they may be required to perform.

6.2 School Transportation Bus Attendant Qualification File Requirements

6.2.1 The following documentation is the core qualification file requirements for School Transportation Bus Attendants:

(A) Annual File Requirements:

(1) A current, valid state, government, or Educational Entity photo identification card.

(2) Documentation verifying that the School Transportation Bus Attendant has received first aid training, including cardiopulmonary resuscitation and universal precautions, within 90 calendar days after initial employment.

(a) If the School Transportation Bus Attendant holds a current first aid and cardiopulmonary resuscitation certificate, it will meet the requirements of this section.

(b) School Transportation Bus Attendants shall receive first aid training and/or recertification training every two years thereafter.

(3) Successful completion of the Annual CDE School Transportation Bus Attendant written examination with a minimum passing score of 80%.

(B) Permanent File Requirements:

(1) Documentation demonstrating completion of pre-service training for the type of duties they may be required to perform prior to assisting with transporting students.

(2) Documentation demonstrating completion of mandatory reporter training pursuant to sections 22-32-109(1)(z),19-3-304 and 19-3-307, C.R.S.

(3) Documentation demonstrating completion of student confidentiality laws pursuant to sections 22-1-123, 22-16-104, and 22-32-109.3, C.R.S.

(4) A copy of the Certificate of Receipt and Understanding from the CDE School Transportation Bus Attendant Guide shall be placed in the School Transportation Bus Attendant qualification file.

(5) Documentation demonstrating completion of review and

acknowledgment of the Educational Entity's policies (JKA and JKA-R) regarding the Use of Physical Intervention and Restraint on Students.

6.3 Additional Qualification File Requirements for Transporting Students with Special Needs

6.3.1 The following documentation is required for both School Transportation Vehicle Operators and School Transportation Bus Attendants who are transporting students with special needs.

(A) Annual Qualification File Requirements:

(1) Documentation shall be updated no less than annually and revised as necessary to ensure continued accuracy.

(2) Documentation verifying that the operator and the School Transportation Bus Attendant have received all relevant IEP or § 504 Plan information, McKinney-Vento or ESSA transportation guidelines, and necessary medical and behavioral details, for the students on their bus.

(3) Documentation demonstrating completion of training on emergency evacuation procedures for students with special needs and assistive devices.

(4) Documentation demonstrating completion of training on the disabling conditions present on their bus.

(5) Documentation demonstrating completion of training on the utilization of required equipment.

(B) Permanent Qualification File Requirements:

(1) Pre-service (new special needs School Transportation Vehicle Operator and/or School Transportation Bus Attendant) training documentation:

(a) Documentation demonstrating completion of training on techniques for behavior modification and de-escalation.

(b) Documentation demonstrating completion of training on legal requirements related to special education transportation, to include:

(i) Individuals with Disabilities Education Act (IDEA);

(ii) Family Educational Rights and Privacy Act (FERPA);

(iii) Free Appropriate Public Education (FAPE).

(c) Any additional Educational Entity policies and procedures.

(2) Documentation demonstrating completion of training on the operation of the power lift, including proper placement and securement of a wheelchair or mobility device on the power lift.

(3) Documentation demonstrating completion of training on wheelchair and occupant securement to include:

(a) Selecting the correct securement point(s) on wheelchairs,

(b) The proper use of the Wheelchair Tie-Down Occupant Restraint System (WTORS).

(4) Documentation demonstrating completion of training on the proper use of all Child Safety Restraint Systems (CSRS).

(5) Documentation demonstrating completion of training on the proper maintenance and storage of all assistive and securement devices.

6.4 Entry-Level Driver Trainer Instructor Qualification File Requirements

6.4.1 Educational Entities shall maintain an active qualification file for each Entry-Level Driver Instructor, containing verified documentation that substantiates the following requirements:

(A) Annual File Requirements:

(1) A copy of a current, valid commercial driver's license (CDL) with the proper class and endorsement for the size and type of vehicle(s) to be trained.

(2) Documentation of a successfully completed Theory Instructor Recertification Written Test, verified at three-year intervals.

(3) Documentation of a successfully completed Behind-the-Wheel Instructor Recertification Written Test, verified at three-year intervals.

(B) Permanent File Requirements:

(1) Documentation of the ELDT Instructor job description, signed by the employee to acknowledge receipt and understanding, as required by Rule 5.2.1.

(2) Evidence of two years of verifiable experience in the operation of a School Transportation Vehicle requiring a Class B (or higher) Commercial Driver's License, including all requisite endorsements, within the State of Colorado.

(3) A copy of the initial ELDT Theory Instructor Certificate.

(4) A copy of the initial ELDT Behind-the-Wheel Instructor Certificate.

(5) A copy of the submitted CDE Application for Certification or Recertification.

6.5 Entry-Level Driver Hands-On Trainer Qualification File Requirements

6.5.1 Educational Entities shall maintain an active qualification file for each CDE ELDT Hands-On Trainer, containing verified documentation that substantiates the following requirements:

(A) Annual File Requirements:

(1) A copy of a current, valid commercial driver's license (CDL) with the proper class and endorsement for the size and type of vehicle(s) to be trained.

(2) Documentation verifying satisfactory completion of training and evaluating at least two Hands-On Trainer candidates.

(B) Permanent File Requirements:

(1) Documentation of the ELDT Hands-On Trainer job description, signed by the employee to acknowledge receipt and understanding, as required by Rule 5.2.1.

(2) Documentation verifying that the individual has maintained a CDE ELDT Instructor certificate for a minimum of two consecutive years.

(3) Documentation of satisfactory completion of the CDE ELDT Hands-On Trainer instruction class.

(4) Documentation of attendance and successful completion of a CDE School Transportation ELDT Hands-On Instructor Recertification training.

(5) A copy of the submitted CDE Application for Certification or Recertification.

6.6 CDE Annual Inspector Qualification File Requirements

6.6.1 Educational Entities shall maintain an active qualification file for each CDE Annual Inspector.

(A) Annual File Requirements:

(1) A current copy of a valid Commercial Driver's License (CDL) with all proper endorsements required for the vehicle type being inspected.

(2) Evidence of a passing score on the CDE Annual Inspector Recertification Written Test, required every three years.

(B) Permanent File Requirements:

(1) Documentation of the CDE Annual Inspector job description, signed by the employee to acknowledge receipt and understanding, as required by Rule 5.2.1.

(2) Brake Inspector Qualification: A certificate verifying qualification as a brake inspector pursuant to 49 C.F.R. § 396.25.

(3) Evidence of two years of verifiable experience in the maintenance of light, medium, or heavy-duty vehicles.

(4) Documentation verifying satisfactory completion of the CDE Initial Hands-On performance test.

(5) Documentation verifying satisfactory completion of the CDE Annual Inspector Qualification written test.

(a) When the test is given in paper format, a representative of the Educational Entity, other than a CDE Annual Inspector candidate, shall grade the written test.

(6) Documentation verifying satisfactory completion of training on the maintenance of electric vehicles (EV).

6.7 Hands-On Tester Qualification File Requirements

6.7.1 Educational Entities shall maintain an active qualification file for each Hands-On Tester.

(A) Annual File Requirements:

(1) A current copy of a valid Commercial Driver's License (CDL) with all proper endorsements required for the vehicle type.

(2) Documentation of at least four hours of Medium/Heavy-duty Brake Training every three years, OR maintenance of a valid ASE School Bus, Medium/Heavy-duty Truck, or Transit Bus Brake Certification.

(3) Documentation verifying the execution of at least two hands-on tests every three years, OR documentation of attendance at a CDE Annual Inspector Hands-On Recertification training.

(B) Permanent File Requirements:

(1) Documentation of the Hands-On Tester job description, signed by the employee to acknowledge receipt and understanding, as required by Rule 5.2.1.

(2) Documentation verifying that the individual has maintained a CDE Annual Inspector certificate for a minimum of two consecutive years.

(3) Documentation verifying successful completion of the CDE Hands-On Tester Training.

(4) A completed CDE Application for Certification/Recertification.

7.0 School Transportation Vehicle Operator Requirements

7.1 Operator Qualifications

7.1.1 Core CDL Operator Qualification Requirements

(A) To operate any vehicle requiring a Commercial Driver's License (Types A-2, B, C, D, MFSAB, or Motor Coach) for student transportation, School Transportation Vehicle Operators shall meet the following:

(1) Age: Be a minimum:

(a) 18 years for intrastate operation subject to a "K" restriction; or

(b) 21 years for interstate operation.

(2) Medical: Pass a DOT physical exam (49 C.F.R. § 383.71).

(3) Drug Testing: Mandatory pre-employment screening and ongoing random testing.

(4) Endorsements: Shall possess and maintain both School Bus (S) and Passenger (P) endorsements.

(5) Training: Complete all training required by Colorado Revised Statutes, CDE regulations, and local entity policies.

7.1.2 Specific Vehicle Specifications and Licensing

(A) In addition to the requirements in Rule 7.1.1, operators shall hold the license class corresponding to the vehicle type as shown in Table 1.

(B) Air Brakes: If applicable, the Operator shall successfully complete the required air brake knowledge and skills examinations.

Vehicle Type	Capacity/Weight Specs	Required Base License
Type C or D School Bus or MFSAB, or Motor Coach	16+ passengers (Manufacturer assigned)	Class B CDL or higher
Type B or A-2 School Bus or MFSAB	16+ passengers (Manufacturer assigned) AND GVWR less than 26,001 lbs.	Class C CDL or higher

Table 1. Required CDL Based on Vehicle Type

7.1.3 Non-CDL Operators Qualification Requirements (Type A-1 or Small-Capacity Vehicles)

(A) To operate a Type A-1 or Small-Capacity Vehicle, used to transport students and designed to transport 14 passengers, excluding the driver, as assigned by the vehicle manufacturer, School Transportation Vehicle Operators shall meet the following criteria:

(1) Licensing: Possess and maintain a regular driver's license.

(2) Medical: Complete the Colorado Department of Education Vehicle Operator Medical Form.

(a) A doctor's release shall accompany any "yes" answer.

(3) Training: Complete all training required by Colorado Revised Statutes, CDE regulations, and local entity policies.

7.2 School Transportation Bus Attendant Qualifications

7.2.1 School Transportation Bus Attendant Qualification Requirements

(A) To be a School Transportation Bus Attendant on any School Transportation Vehicle, the School Transportation Bus Attendant shall meet the following:

(1) Age: Minimum 18 years;

(2) Training: Complete all training required by Colorado Revised Statutes, CDE regulations, and local entity policies.

8.0 CDE Entry-Level Driver Instructor and Hands-On Trainer Program Requirements

8.1 ELDT Instructor Qualifications

8.1.1 Pursuant to 49 C.F.R. § 380.605 and the Colorado Department of Education, both Theory and Behind-the-Wheel (BTW) Instructors shall satisfy the following criteria:

(A) Maintain a valid Commercial Driver's License (CDL) with a Class B (or higher) rating and both School Bus (S) and Passenger (P) endorsements.

(B) Demonstrate two years of verifiable experience within the State of Colorado operating a School Transportation Vehicle requiring a Class B (or higher) CDL with S and P endorsements.

(C) Exceptions:

(1) Theory Instructors: May provide instruction without a current CDL, provided they previously held a CDL of the same or higher class/endorsement and meet all other requirements of this section.

(2) Behind-the-Wheel Instructors (Range Only): Instructors providing training solely on non-public roads (range training) may provide instruction without a current CDL, provided they previously held a CDL of the same or higher class/endorsement and meet all other requirements of this section.

8.2 ELDT Instructor Certification and Recertification

8.2.1 Initial Certification and Recertification

(A) Candidates shall successfully complete the applicable CDE ELDT Theory or BTW Instructor Program with a CDE ELDT Hands-On Trainer.

(B) To maintain active status, instructors shall pass the applicable CDE ELDT Recertification Written Tests with a score of 80% or higher every three years.

8.2.2 Verified Submission

(A) The CDE ELDT Hands-On Trainer responsible for the instruction shall submit the completed Instructor Certification/Recertification Form and all applicable scoring sheets to the CDE School Transportation Unit via the official online registry.

(B) To be eligible for submission, the Hands-On Trainer shall maintain an active listing on the FMCSA Training Provider Registry (TPR), either as an individual or through an affiliated Educational Entity.

8.2.3 Certificate Validity

(A) An Instructor certificate shall be automatically suspended if any qualification requirement lapses. The certificate shall be reinstated upon documented compliance.

8.2.4 Lapsed Certificate Recertification

(A) If an ELDT Instructor certificate expires, the recertification requirements are determined by the duration of the lapse as shown in Table 2.

Duration of Lapse	Required Action for Recertification
Less than 6 months	Pass the CDE ELDT Recertification Written Test(s).
6 to 12 months	Pass the full CDE ELDT Instructor Program Written Test(s).
More than 1 year	Successfully retake and pass the complete CDE ELDT Instructor Program(s).

Table 2. Required Actions for Lapse of ELDT Certificate

8.3 ELDT Hands-On Trainer Qualifications

8.3.1 Candidates for the ELDT Hands-On Trainer credential shall satisfy the following criteria:

(A) Experience:

(1) Maintained an active CDE ELDT Instructor certificate for a minimum of two consecutive years.

(B) Education:

(1) Satisfactorily complete the prescribed CDE ELDT Hands-On Trainer instruction course and pass the CDE ELDT Hands-On Trainer written test with a score of 80% or higher.

(C) Documentation:

(1) Submit the completed Application for Certification or Recertification of CDE ELDT Hands-On Trainer. Upon verification of all criteria, CDE will issue the applicable certificate.

8.4 ELDT Hands-On Trainer Certification and Recertification

8.4.1 Initial Certification and Recertification

(A) To maintain an active credential, Hands-On Trainers shall satisfy one of the following requirements on a three-year basis.

(1) Instructional Performance: Provide training and evaluation to at least two ELDT Instructor candidates; or

(2) Recertification Course: Attend and successfully complete a CDE ELDT Hands-On Trainer recertification class.

8.4.2 Lapse and Reinstatement

(A) If any qualification or maintenance requirement is not met, the Hands-On Trainer certificate shall be rendered invalid.

(1) To reinstate an invalid certificate, the individual shall successfully retake and pass the full CDE ELDT Hands-On Trainer instruction course as defined in Section 8.3.1(B).

9.0 CDE Annual Inspector and Hands-On Tester Requirements

9.1 CDE Annual Inspector Qualifications

9.1.1 A CDE Annual Inspector shall comply with the following requirements:

(A) Possess a valid driver's license with the proper class and endorsements for the size and type of vehicle to be inspected.

(B) Successfully complete the Brake Inspector Qualification as required by 49 C.F.R. § 396.25.

(C) Have at least two years of verifiable experience in the maintenance of light, medium, or heavy-duty vehicles.

(D) Successfully pass the CDE initial hands-on performance test.

(1) A certified CDE Annual Inspector Hands-On Tester shall proctor this test.

(E) Successfully pass the CDE Annual Inspector qualification written test initially with a score of 90% or higher.

(1) Pass the CDE Annual Inspector Recertification Written Test with a score of 90% or higher every three years.

(F) Successfully complete training on the maintenance of electric vehicles (as applicable).

9.2 Certification and Recertification

9.2.1 Initial Certification and Recertification

(A) Candidates shall successfully complete the CDE Annual Inspector Written test.

(1) Successfully complete the initial hands-on performance test with a CDE Annual Inspector Hands-On Tester.

(B) To maintain active status, inspectors shall pass the CDE Annual Inspector Recertification Written Test with a score of 90% or higher every three years.

9.2.2 Verified Submission

(A) The Educational Entity or inspection site operator shall submit the CDE Application for CDE Annual Inspector Certification or Recertification to the Colorado Department of Education.

9.2.3 Certificate Validity

(A) If any qualification requirement becomes invalid, the CDE Annual Inspector Certificate is immediately void until the requirement is satisfied.

9.2.4 Lapsed Certificate Recertification

(A) Annual Inspections conducted after the expiration of an Inspector's certificate shall be deemed invalid for purposes of compliance with these rules.

(B) If a CDE Annual Inspector certificate expires, the recertification requirements are determined by the duration of the lapse as shown in Table 3.

Duration of Lapse	Required Action for Recertification
Less than 6 months	Pass the CDE Annual Inspector Recertification written test.
6 to 12 months	Pass the CDE Annual Inspector Certification written test.
More than 1 year	Pass both the CDE Annual Inspector Certification written test and the CDE hands-on performance test.

Table 3. Required Actions for Lapse of CDE Annual Inspector Certificate

9.3 CDE Annual Inspector Hands-On Tester Requirements

9.3.1 CDE Annual Inspector Hands-On Tester Qualifications

(A) Candidates for the CDE Annual Inspector Hands-On Tester credential shall satisfy the following criteria:

(1) Experience:

(a) Maintain an active CDE Annual Inspector certificate for a minimum of two consecutive years.

(2) Education:

(a) Satisfactorily complete the prescribed CDE Annual

Inspector Hands-On Tester training.

(3) Technical Expertise:

(a) Maintain specialized brake system knowledge by satisfying one of the following:

(i) Completion of at least four hours of verifiable medium/heavy-duty brake system training within the previous three years; or

(ii) Maintenance of a current ASE School Bus, Medium/Heavy Duty Truck, or Transit Bus Brake Certification.

(4) Documentation:

(a) Submit an executed Application for Certification or Recertification of a CDE Annual Inspector Hands-On Tester. Upon verification of all criteria, CDE will issue the applicable certificate.

9.3.2 Certification and Recertification

(A) To maintain an active credential, Hands-On Testers shall satisfy one of the following requirements on a three-year basis:

(1) Testing Performance:

(a) Conduct at least two hands-on performance tests for CDE Annual Inspector candidates; or

(2) Recertification Course:

(a) Attend and successfully complete a CDE Annual Inspector Hands-On Recertification training.

9.3.3 Lapse and Reinstatement

(A) To reinstate an invalid certificate, the individual shall successfully retake and complete the full CDE Annual Inspector Hands-On Tester training as defined in Section 9.3.1(A)(2).

10.0 Inspection Site Certification Requirements

10.1 Requirement and Scope

10.1.1 A CDE Inspection Site Certificate is required for each facility or location where Annual inspections of School Transportation Vehicles are performed. No Annual inspection shall be considered valid unless conducted at a CDE-certified site.

10.2 Site Qualification Criteria

10.2.1 To acquire and maintain a CDE Inspection Site Certificate, the facility shall comply with the following criteria:

(A) Capacity:

(1) The site shall be of sufficient size to accommodate the vehicle, required equipment, and tools necessary to perform a comprehensive inspection.

(B) Structural Integrity:

(1) The floor surface or pad shall be designed to safely support the maximum Gross Vehicle Weight Rating (GVWR) of the largest vehicle to be inspected.

(C) Environment:

(1) The site shall provide adequate lighting and ventilation to ensure inspector safety and inspection accuracy.

(D) Equipment:

(1) The site or the inspector shall have all equipment and tools necessary to properly complete the Annual inspection at the time of service.

(E) Calibration:

(1) Tools used for safety-critical measurements (e.g., brake thickness, tire tread depth) shall be designed and calibrated to ensure accurate readings.

10.3 Certification Process

10.3.1 The inspection site operator shall submit an Application for Inspection Site Certification attesting that all criteria in Section 10.2.1 have been satisfied. Upon verification, CDE will issue the Inspection Site Certificate.

10.4 Compliance and Posting

10.4.1 The operator of a certified inspection site shall prominently post the CDE Inspection Site Certificate at the inspection location.

10.4.2 Failure to maintain the standards defined in Section 10.2.1 shall render the site certificate invalid until compliance is re-established and verified by CDE.

11.0 Vehicle Requirements

11.0.1 General Requirement:

(A) All School Transportation Vehicles shall meet the inspection, maintenance, and equipment standards detailed in this Section except as otherwise provided.

11.0.2 Exception for Intermittent Out-of-State Rentals: Informal or intermittent vehicle arrangements, such as the use of vehicles rented and/or leased that are operated in other states, are exempt from the Annual Inspections, Maintenance, Repair, and Emergency Equipment requirements of Sections 11.2, 11.3, and any applicable equipment rules.

(A) A daily pre-trip inspection shall be completed prior to the rental vehicle being placed in service.

(B) A daily post-trip inspection shall be completed at the end of each vehicle’s daily operation.

11.1 Pre-Trip and Post-Trip Inspection Requirements

11.1.1 Inspection Requirements and Frequency

(A) A daily pre-trip inspection shall be completed prior to a vehicle being placed in service.

(B) A daily post-trip inspection shall be completed at the end of each vehicle's daily operation.

11.1.2 Documentation

(A) Documentation of completion shall be maintained for each inspection performed.

(1) Pre-trips shall be documented prior to the vehicle being placed in service.

(2) Post-trips shall be documented at the end of the vehicle’s daily operation.

(B) Documentation shall be completed by the School Transportation Vehicle Operator or other Transportation Personnel authorized by the Educational Entity.

11.1.3 Minimum Inspection Standards

(A) Inspections shall comply with the requirements specified on the following Colorado Department of Education (CDE) forms shown in Table 4:Vehicle Category	**Required CDE Form**
Heavy Capacity Vehicles (Type A, B, C, D School Bus, MFSAB, Motor Coach)	STU-23
Small-Capacity Vehicles	STU-22

Table 4. Required CDE Pre-Trip Form Based on Vehicle Size

11.1.4 Post-Trip Student Verification

(A) Educational Entities shall have a procedure in place to verify that students are not left on an unattended School Transportation Vehicle.

11.2 Annual Inspection Requirements

11.2.1 Inspection Requirements and Frequency

(A) Educational Entities shall ensure all School Transportation Vehicles and trailers, pursuant to 1 CCR 301-26, pass a CDE Annual Inspection prior to transporting students and annually thereafter.

(1) Certified Inspector:

(a) All inspections shall be conducted by a CDE-certified CDE Annual Inspector.

(2) New Acquisitions:

(a) Recently purchased School Transportation Vehicles shall pass a CDE Annual Inspection prior to being placed into service.

11.2.2 Documentation

(A) Annual Inspection results shall be documented on the CDE Affidavit of Annual Inspection for School Transportation Vehicles Form.

(B) A copy of the current Affidavit shall be maintained inside the vehicle, and a copy shall be placed in the School Transportation Vehicle file.

11.2.3 Inspection Standards

(A) All Annual Inspection criteria of School Transportation Vehicles shall comply with the manufacturer's specifications.

(1) Vehicles:

(a) The Annual Inspection shall be documented and shall include, at a minimum, all fields listed on the CDE Annual Inspection and Preventive Maintenance Requirements Form.

(2) Trailers:

(a) The Annual Inspection shall be documented and shall include, at a minimum, all fields listed on the CDE Trailer Annual Inspection and Preventive Maintenance Requirements Form.

11.2.4 Brake Inspection Requirements (Wheel Pull)

(A) During the Annual Inspection, all four wheels shall be pulled for a full foundation brake system inspection, with the following exceptions shown in Table 5:

Condition	Requirement
Standard Vehicle	Pull all four wheels.
Low Mileage (< 4,000 miles since last inspection)	Pull two wheels (one front, one rear), different from the previous inspections.
Retarder Equipped (per 1 CCR 301-25)	Pull two wheels (one front, one rear), different from the previous inspections.
Trailers (per 1 CCR 301-26)	Pull 50% of the wheels that are different from the previous inspection.

Table 5. Brake Inspection Requirements (Wheel Pull)

11.3 Maintenance and Repair

11.3.1 General Maintenance Requirements

(A) Educational Entities shall ensure all School Transportation Vehicles are systematically inspected, maintained, and repaired by a qualified mechanic.

(1) Safe Condition:

(a) An Educational Entity shall not permit student transportation in any vehicle that is not in a safe and proper operating condition.

(2) Documentation:

(a) Separate files shall be maintained for each School Transportation Vehicle containing records of Annual Inspection, preventative maintenance (PM), reported defects, and all corresponding repairs.

11.3.2 Defect Reporting and Resolution

(A) Any damage, defect, or deficiency affecting safety or regulatory compliance shall be reported immediately to the Educational Entity upon discovery.

(B) Educational Entities shall have a system to document preventative maintenance, reported defects, and repairs made to School Transportation Vehicles.

(1) Report Content shall include:

(a) Educational Entity’s name,

(b) Date and time of the submission of the report,

(c) Detailed description of the defect,

(d) Name of the preparer.

(2) Resolution:

(a) Educational Entities, or a representative agent, shall repair the reported defect/deficiency or document why no repair is necessary. The vehicle shall be confirmed safe prior to transporting students.

11.3.3 Out-of-Service Criteria

(A) A School Transportation Vehicle may be designated "out-of-service" by the Educational Entity, a CDE Annual Inspector, or the CDE School Transportation Unit.

(1) Educational Entities shall not transport students in a School Transportation Vehicle that is not in a safe and proper operating condition.

(2) Emergency Operation:

(a) Any School Transportation Vehicle discovered to be in an unsafe condition while being operated on the highway, roadway, or private road may be continued in operation only to the nearest place where repairs can safely be effected.

(b) Such operation shall be conducted only if it is less hazardous to the public than to permit the vehicle to remain on the highway, roadway, or private road.

(B) Reinstatement:

(1) Required repairs shall be completed before student transport. If the School Transportation Vehicle was placed out of service during an Annual Inspection, it shall pass a new CDE Annual Inspection before returning to service.

11.3.4 Brake Inspection and Maintenance Intervals

(A) All brake adjustments or repairs shall be completed or supervised by a qualified brake inspector meeting 49 C.F.R. § 396.25 standards.

(B) Preventative maintenance inspection intervals for brake systems are shown in Table 6:

Brake System Type	Max Inspection Interval	Minimum Requirements
Air Drum (Manual slack adjuster)	4,000 Miles	Measure/document brake rod travel using the applied pressure method.
Air Drum (Automatic slack adjuster)	6,000 Miles	Measure/document brake rod travel using the applied pressure method.
Air Disc	6,000 Miles	Check mechanical wear indicators (pad thickness), rotor cracks/wear, excessive damage, and running clearance.
Hydraulic	6,000 Miles	Check parking brake, fluid level/clarity, pedal reserve, vacuum assist operation, and fluid leaks.

Table 6. Brake System Preventative Maintenance Inspection Intervals

11.3.5 Specialized Vehicle Maintenance

(A) Wheel Removal:

(1) For air disc systems, if the caliper has no movement or appears to move greater than the distances indicated by the manufacturer, then a full wheel removal inspection will be necessary.

(B) Electric Vehicles (EV):

(1) If maintenance or repair work is needed on an electric vehicle, the work shall be completed by or supervised by a qualified mechanic with appropriate training in the maintenance and repair of electric vehicles.

12.0 Operation of a School Transportation Vehicle

12.1 General Conduct and Safety

12.1.1 Operational Safety

(A) School Transportation Vehicles shall not be operated in any manner that is unsafe, likely to cause an accident, or likely to damage the vehicle.

12.1.2 Prohibited Substances

(A) The use of tobacco products, pursuant to section18-13-121(5), C.R.S., and the use or possession of alcohol, marijuana, cannabinoid products, or illegal controlled substances is prohibited aboard any School Transportation Vehicle.

12.1.3 Eating and Drinking while Operating

(A) School Transportation Vehicle Operators are prohibited from eating food while the vehicle is in motion.

12.1.4 Headphone Usage

(A) Pursuant to section42-4-1411, C.R.S., and to ensure auditory awareness for safe operation and student supervision, a School Transportation Vehicle Operator and/or School Transportation Bus Attendant shall not use headphones, earphones, bone conduction headphones, or similar audio devices that covers, partially covers, or rests upon both ears while performing safety-sensitive functions, including loading or unloading of students and any time the vehicle is in motion.

(1) This provision does not include medically prescribed hearing aids or other assistive hearing devices.

(B) The School Transportation Vehicle Operator shall not utilize or engage any smart feature on wearable technology (e.g., notifications, calls, messaging, apps, etc.) beyond the device’s primary function while performing safety-sensitive functions, including loading or unloading students and any time the vehicle is in motion.

12.2 Lighting and Equipment Performance

12.2.1 Headlights

(A) Headlights shall be activated at all times while the School Transportation Vehicle is in operation.

12.2.2 Service Doors

(A) School Transportation Vehicles shall not be placed in motion on any roadway, highway, or private road with the passenger entry/service door open.

12.2.3 Strobe Lamp Usage

(A) Roof-mounted strobe lamps are permitted only to:

(1) Enhance visibility of the School Transportation Vehicle when visibility is reduced to 1000 feet or less due to lighting or unfavorable atmospheric conditions.

(2) Warn other motorists in conjunction with four-way hazard lamps when the School Transportation Vehicle is traveling at 25 mph or less or is stationary and presents a hazard to traffic.

(3) Enhance visibility while the School Transportation Vehicle is performing safety-sensitive functions.

12.3 Fueling and Maneuvering

12.3.1 Fueling Restrictions

(A) Fueling with students on board is prohibited unless unloading them would present a greater hazard to their safety.

12.3.2 Safe Backing Procedures

(A) School Transportation Vehicle Operators shall exercise extreme caution when backing. Before reversing on a roadway, highway, or private property:

(1) Four-way hazard lamps shall be actuated; and

(2) The horn or audible warning device shall be sounded, or a spotter must be positioned outside the vehicle to give direction.

12.3.3 Prohibited Backing

(A) Backing a vehicle while students are outside the vehicle at a student stop is strictly prohibited.

12.4 Towing and Trailers

12.4.1 Bus/Motor Coach Restrictions

(A) Type A, B, C, and D School Buses, Multifunction buses, and Motor Coaches shall not tow a trailer or other vehicle while students are being transported.

(1) Small-Capacity Exception:

(a) Small-Capacity Vehicles (manufacturer-assigned capacity of 11 or fewer, excluding the driver) may tow trailers only if necessary for a school-sponsored program.

12.4.2 Small-Capacity Vehicles

(A) Small-Capacity Vehicles (manufacturer-assigned capacity of 11 or fewer, excluding the driver) may tow trailers while students are onboard only if necessary for a school-sponsored program.

(1) The trailer shall have a completed, current Annual Inspection prior to being placed in operation.

12.5 Passenger Management and Capacity

12.5.1 Authorized Occupants

(A) Only Educational Entity personnel, students enrolled in a school district or charter school, law enforcement officials, or individuals who have received prior authorization from the Educational Entity may be passengers on any School Transportation Vehicle.

12.5.2 Seating and Capacity

(A) Occupancy on any School Transportation Vehicle shall not exceed the manufacturer-specified maximum seating capacity of the vehicle.

(1) Small vehicle capacity shall not exceed the number of factory-installed safety belts.

(B) Passengers shall not be permitted to stand in any School Transportation Vehicle while the vehicle is in motion.

(1) This does not preclude authorized persons (such as School Transportation Bus Attendants) from completing their duties as required.

(C) Educational Entities shall consider the size of the passengers when determining the number of passengers that can safely occupy a School

Transportation Vehicle seat.

12.6 Safety Restraints

12.6.1 Seat Belts

(A) School Transportation Vehicle Operators:

(1) Shall have the safety belt fastened, worn correctly, and properly adjusted prior to the School Transportation Vehicle being placed in motion.

(B) School-Aged and Adult Passengers:

(1) All passengers in a School Transportation Vehicle under 10,000 lbs. GVWR shall have their safety belts fastened, worn correctly, and properly adjusted prior to the School Transportation Vehicle being placed in motion.

(2) If a Type A-1 school bus or multifunction school activity bus is fully equipped with safety belts, all passengers shall have their safety belts fastened, worn correctly, and properly adjusted prior to the School Transportation Vehicle being placed in motion.

(C) Preschool Passengers:

(1) Shall use an age-, weight-, and height-appropriate Child Safety Restraint System when riding in any School Transportation Vehicle.

(2) Pursuant to sections 42-4-236 and 42-4-237, C.R.S., all preschool-aged children riding in small-capacity vehicles shall use an appropriate Child Safety Restraint System as required by the Colorado Child-Passenger Safety Law.

12.6.2 Wheelchair Securement

(A) Pursuant to FMVSS 222 - School Bus Passenger Seating and Crash Protection, each wheelchair securement space shall use a 7-point system that consists of four securements to the floor of the bus and a 3-point wheelchair tiedown occupant restraint system (WTORS).

(1) An ANSI/RESNA WC18-compliant WTORS may be specified when transporting a wheelchair that is fully compliant with WC19, which includes a crash-tested wheelchair-anchored pelvic belt.

(B) All systems shall be crash-rated. Each 7-point system must consist of components from a single manufacturer.

(C) Wheelchair securement and WTORS components use shall be detached daily and stored in a clean, secure onboard compartment that is accessible to the operator but resistant to displacement or vandalism.

12.7 Transportation of Miscellaneous Items

12.7.1 General Cargo and Medical Supplies

(A) School Transportation Vehicle Operators shall ensure that all carry-on items are properly handled to minimize the danger to all others.

(B) All baggage, articles, equipment, or medical supplies (except those held by individual passengers) shall be secured in a manner that assures unrestricted access to all exits by occupants, does not restrict the driver's ability to operate the bus, and/or protects all occupants against injury resulting from falling or displacement of any baggage, article, or equipment.

(1) Oxygen cylinders that are medically necessary meet this standard if they are securely attached to a wheelchair or otherwise secured in the vehicle and do not impede access to any exit. Educational Entities shall use reasonable care in determining the number of cylinders that may be safely transported at one time.

12.7.2 Chemicals and Cleaning Supplies

(A) All chemicals and cleaning supplies carried on a School Transportation Vehicle shall meet the following precautions:

(1) The container is non-breakable;

(2) The container is labeled with contents;

(3) The container is secured in a bracket, or in a closed compartment in the driver’s area, or a compartment on the exterior of the bus; and

(4) The containers and/or quantities of products are no more than 32 ounces in size.

(B) Pressurized aerosols are prohibited.

12.7.3 Interior and Exterior Decorations

(A) Interior decorations shall not be located within the driver's area (including the space in front of the front barriers, the step-well, dash, walls and ceiling, the windshield, the entry door, the driver's side window, and all windows in front of the front barrier), the first two passenger windows on both sides of the vehicle or all windows on the rear of the School Transportation Vehicle.

(B) Other decorations within the passenger compartment shall not:

(1) Cover any required lettering;

(2) Impede the aisle or any emergency exit;

(3) Hang from the walls and/or ceiling.

(C) Per the effective date of these rules, School Transportation Vehicles owned or leased by the Educational Entity that are used for student transportation shall not have the windows obstructed in any way by advertising, decorations, or vehicle wraps.

(1) Exception: Tint applied by the vehicle manufacturer to industry standards, as permitted in 1 CCR 301-25.

(2) Exception: Route identification is permitted per 1 CCR 301-25.

13.0 Hours of Service for School Transportation Vehicle Operators

13.1 Maximum Driving and On-Duty Time

13.1.1 School Transportation Vehicle Operators shall not drive, and an Educational Entity shall not require or permit a School Transportation Vehicle Operator to drive, in violation of the hours-of-service limits established in this Section.

13.1.2 All School Transportation Vehicle Operators shall document that they are in compliance with this Section.

(A) A School Transportation Vehicle Operator's daily log, or equivalent, shall be completed for the trip in the School Transportation Vehicle Operator's own handwriting when the trip requires a scheduled or unscheduled overnight stay away from the work reporting location.

13.1.3 Definitions

(A) "Day" means any consecutive 24-hour period beginning at a time designated by the Educational Entity.

(B) “On-Duty Time” means all time worked for all employers, including all driving and non-driving duties.

(1) “On-Duty Not-Driving” means all time spent for pre-trip/post-trip inspections, loading and unloading students, cleaning the bus, administrative paperwork, or if the School Transportation Vehicle Operator is not free to leave the location of a School-Related Event.

(2) “On-Duty Driving” means the period during which the School Transportation Vehicle Operator is at the controls of a School Transportation Vehicle while it is in motion.

(C) “Off-Duty Time (Rest/Waiting)” means the time spent by School Transportation Vehicle Operators of School Transportation Vehicles during special events, meal stops, and School-Related Events, regardless of compensation, as off-duty, provided that the subsequent criteria are satisfied.

(1) The School Transportation Vehicle Operator shall be relieved of all duty and responsibility for the care and custody of the students, and

(2) The School Transportation Vehicle Operator shall be at liberty to pursue activities of their choice, including leaving the premises on which the School-Related Event is located.

13.1.4 Daily Limits

(A) A School Transportation Vehicle Operator shall not drive after accumulating 10 hours of driving time or after 14 consecutive hours of on-duty time until the required off-duty period is completed.

(1) The required 10 hours off-duty shall consist of:

(a) One period of at least six consecutive hours; and

(b) The remaining off-duty time accumulated in no more than two additional periods.

(2) This would include on-duty time for all employers.

13.1.5 Weekly Limits

(A) School Transportation Vehicle Operators are prohibited from driving after being on duty for more than 70 hours in any seven consecutive days.

13.1.6 Emergency Exception

(A) In case of an emergency, an operator may complete the trip without being in violation if such a trip reasonably could have been completed absent the emergency.

13.1.7 Federal Compliance Option

(A) In lieu of section 13.0 of these rules, an Educational Entity may comply with the Federal Motor Carrier Safety Regulations, 49 C.F.R. § 395.

14.0 Route Planning and Student Loading and Discharge

14.1 Vehicle Usage Restrictions

14.1.1 School Transportation Small-Capacity Vehicles, Type A-1 Multifunction Buses, and School Buses (Types A, B, C, and D) may be used to transport students.

(A) Types A-2, B, C, and D Multifunction Buses, and Motor Coaches shall not be used to transport students to and from school for Route purposes.

14.2 Route Design and Stop Location Selection

14.2.1 Stop Location Selection

(A) The location of a student stop shall consider, at a minimum, the following factors:

(1) Ages of the students;

(2) Visibility;

(3) Lateral clearance;

(4) Student access; and

(5) Control of other motorists

(a) Student stops for Type A-1 Multifunction Buses, and School Transportation Small-Capacity Vehicles shall be located off the roadway when practicable.

(6) Confidentiality and Student Safety for Vulnerable Populations

(a) Student stops for students transported under McKinney-Vento or ESSA guidelines shall be designed to protect

student privacy while maintaining reasonable driver line-of-sight and clearance.

14.2.2 Route Design

(A) Student stops shall not be located on the side of any major thoroughfare whenever access to the destination of the passenger is possible by a road or street which is adjacent to the major thoroughfare.

(B) Routes shall be designed as to:

(1) Eliminate railroad crossings where practicable; and

(2) Educational Entities shall design Routes to minimize student ride times while considering student educational needs, geographic boundaries, terrain, traffic congestion, and financial resources within the district.

(a) A local board of education, or the governing body of a charter school, may establish a maximum student ride time.

(3) Student stops shall be located no less than 200 feet apart, consistent with the requirement that alternating flashing amber warning signal lamps be activated not less than 200 feet in advance of the stop on the roadway where the stop is to be performed.

(a) Exception: In areas where wildlife may create a high risk of threat to students' safety while they are waiting and/or walking to a student stop, designated stops may be less than 200 feet apart upon detailed written approval by the school district board of education or governing body of a charter school (or the board's designee).

(i) A copy of the written approval shall be kept in the school transportation office, and School Transportation Vehicle Route Operators shall be given written notice of the exception and have it indicated on Route sheets.

14.3 Route Prohibitions and Constraints

14.3.1 Crossing Prohibitions

(A) Educational Entities shall ensure that if students are required to cross a roadway, highway, or private road to access the student stop, the student(s) are prohibited from the following:

(1) Crossing any roadway constructed or designed to permit three or more separate lanes of vehicular traffic in either direction, including turn lanes.

(2) Crossing any roadway constructed with a median (raised, depressed, or painted) separating multiple lanes of traffic.

(3) Crossing any railroad crossings not designated for pedestrian crossings.

14.3.2 Operational Constraints and Exceptions

(A) Alternating flashing red warning signal lamps shall not be activated within 200 feet of an intersection if the intersection is controlled by a Traffic Control Device, as defined in these rules.

(B) Four-way hazard lamps shall be used on private property, such as parking lots.

(C) Pursuant to section42-4-1903(2), C.R.S., School Transportation Vehicle Operators are not required to actuate the alternating flashing red warning signal lamps on a school bus when:

(1) The student stop is at a location where the local traffic regulatory authority has, by prior written designation, declared such actuation unnecessary, and no passenger is required to cross the roadway; or

(2) Discharging or loading passengers who require the assistance of a lift device, and no passenger is required to cross the roadway.

(3) When using a Type A-1 Multifunction School Activity Bus or Small-Capacity Vehicle for Route purposes.

(D) School Transportation Vehicle Operators shall not relocate a student stop without the approval of the Educational Entity.

14.4 Loading and Unloading Procedures

14.4.1 School Bus 8-way System Student Stop Procedure

(A) School Transportation Vehicle Operators of School Transportation Vehicles equipped with flashing amber/red systems shall adhere to the following sequence:

(1) Approach cautiously at a slow rate of speed.

(2) Continuously check all mirrors.

(3) Activate alternating flashing amber warning lights at least 200 feet before the school bus stop.

(4) Turn on the right turn signal indicator about 100-300 feet before pulling over.

(5) Continuously check mirrors to monitor the danger zones for students, traffic, and other objects.

(6) The School Transportation Vehicle Operator shall stop as far to the right of the roadway, highway, or private road as possible before discharging or loading passengers - allowing sufficient area to the right and front of the vehicle but close enough to the right to prevent traffic from passing on the right - so that students may clear the vehicle safely while in sight of the School Transportation Vehicle Operator.

(a) Exception: The School Transportation Vehicle Operator may block the lane of traffic when passengers being received or discharged are required to cross the roadway.

(7) School Transportation Vehicle Operators shall bring the bus to a complete stop with the front bumper positioned not less than 10 feet from students at each designated stop to ensure that students approach the vehicle within the School Transportation Vehicle Operator’s line of sight and to enhance visibility of student movement.

(8) The School Transportation Vehicle Operator shall keep their foot on the service brake, apply the parking brake, and shift the vehicle into neutral prior to opening the service door of a bus.

(9) Activate the alternating 8-way red lights warning lights system when traffic is a safe distance from the school bus and ensure the stop arm is extended.

(10) Make a final check to see that all traffic has stopped before completely opening the door and signaling students to approach or allowing them to disembark.

(11) After all students have loaded or disembarked:

(a) If the students have disembarked, the School Transportation Vehicle Operator shall verify that all students have crossed or are away from the vehicle, and are counted, prior to moving the vehicle.

(b) Close the service or passenger door.

(c) Shift from neutral, engage the transmission, and release the parking brake.

(d) Turn on the left turn signal and deactivate the eight-way system.

(e) Check all mirrors, allow congested traffic to disperse as legally permitted, and enter the flow of traffic when it is safe to do so.

14.4.2 Small-Capacity and Type A-1 Multifunction Bus Student Stop Procedure

(A) When a Type A-1 Multifunction Bus or Small-Capacity Vehicle is used for Route transportation, students shall be prohibited from crossing any roadway, highway, or private road to board or exit the vehicle.

(B) When using a Type A-1 Multifunction Bus or Small-Capacity Vehicle for Route:

(1) The School Transportation Vehicle Operator shall stop as far to the right of the roadway, and/or off the roadway, when possible, to reduce obstruction to traffic.

(2) Activate the right turn signal prior to turning on the four-way hazard warning lamps a minimum of 200 feet prior to the student stop.

(a) School Transportation Vehicle Operators of Type A-1 Multifunction buses or Small-Capacity Vehicles shall place the vehicle into park and engage the parking brake prior to opening the passenger door(s) of the vehicle.

(3) Continue to display the four-way hazard warning lamps until the process of discharging or loading passengers has been completed.

(4) Deactivate the four-way hazard lamps before resuming motion, activate the left turn signal, allow congested traffic to disperse as legally permitted, and enter the flow of traffic when it is safe to do so.

15.0 Railroad Crossing Procedures

15.1 Mandatory Railroad Crossing Protocol for School Buses, Multifunction Buses, and Motor Coaches

15.1.1 Pursuant to section 42-4-707, C.R.S., School Transportation Vehicle Operators of School Buses, Multifunction Buses, and Motor Coaches, whether transporting students or not, shall apply the following procedures during the process of approaching, stopping, and crossing railroad tracks:

(A) Activate the four-way hazard lamps not less than 200 feet from the railroad crossing to alert other motorists of the pending stop for the crossing;

(B) Stop the bus within 50 feet but not less than 15 feet from the nearest rail of the railway;

(C) When stopped, the bus shall be as far to the right of the roadway as possible and shall not form two lanes of traffic unless the highway is marked for four or more lanes of traffic; and

(D) Use a prearranged signal to alert students to the need for quiet aboard the bus when approaching railroad tracks. Turn off all noise-making equipment (fans, heater, radio, etc.).

(E) After quietness aboard the stopped bus has been achieved, School Transportation Vehicle Operators shall open the service door and the operator window. The School Transportation Vehicle Operator shall listen and look in both directions along the track(s) for any approaching train(s) and for signals indicating the approach of a train or on-track equipment.

(F) If the tracks are clear, the School Transportation Vehicle Operator shall close the service door and may then proceed in a gear low enough to permit crossing the tracks without having to manually shift gears.

(G) The School Transportation Vehicle Operator shall cancel the four-way hazard lamps after the rear of the bus is at least 15 feet beyond the last

rail of the railroad crossing.

15.2 Clearance Requirements

15.2.1 Multi-track Crossings

(A) When two or more tracks are to be crossed, the School Transportation Vehicle Operator shall not stop a second time unless the bus is completely clear of the first crossing, with at least 15 feet clearance in the front and at least 15 feet clearance to the rear.

15.2.2 Railroad Track Storage Space

(A) Before crossing the tracks, the School Transportation Vehicle Operator shall verify that there is enough space after the tracks for the bus plus 15 feet if it is necessary to stop after crossing the tracks.

15.3 Exceptions to Stop Requirements

15.3.1 School Transportation Vehicle Operators of Small-Capacity Vehicles are excepted from all requirements regarding railroad tracks.

15.3.2 School Transportation Vehicle Operators of School Buses, Multifunction Buses, and Motor Coaches are not required to stop at crossings controlled:

(A) Only by a red, amber, or green traffic control signal when it is in the green position;

(B) Or when the crossing is controlled by a police officer or human flag person;

(C) Or when the crossing is marked with an official “exempt” sign placed on the railroad crossing light post or crossbucks post.

16.0 Emergency Evacuation Drills

16.1 Mandatory Route Operator Evacuation Drills

16.1.1 Small-Capacity Vehicle Operators, as defined in these rules, are exempt from this requirement.

16.1.2 All Route School Transportation Vehicle Operators and School Transportation Bus Attendants shall conduct emergency evacuation drills with students at least twice during each school year.

(A) One drill shall be conducted in the fall, and the second drill shall be conducted in the spring.

(B) Substitute and School-Related Event Operators shall be trained on how to conduct emergency evacuation drills.

16.1.3 Special Needs Provisions

(A) Alternative evacuation plans may replace physical drill participation for students with access and functional needs.

(1) At a minimum, a detailed written emergency evacuation plan shall be maintained on file by the transportation department. This plan shall be reviewed by Transportation Personnel at least twice per school year to ensure accuracy and safety.

16.2 School-Related Event Instructions

16.2.1 For all School-Related Events (field trips, athletics, etc.), passengers shall receive verbal emergency evacuation instructions prior to the initial departure of every trip. This instruction shall include the location and operation of emergency exits.

16.2.2 Educational Entities shall maintain records documenting that the required evacuation drills were conducted and/or evacuation instruction was given.

17.0 Incorporation by Reference

17.1 The foregoing rules incorporate by reference several sections and appendices from the Federal Motor Carrier Safety Regulations, 49 C.F.R. Parts 380, 382, 391, 395, and 396 (as codified as of August 31, 2026). They also incorporate by reference select sections of Volume 34 of the Code of Federal Regulations. The foregoing rules do not incorporate by reference any later amendments or editions to the Federal Motor Carrier Safety Regulations or to the cited sections of 34 C.F.R. The Federal Motor Carrier Safety Regulations and the cited sections of 34 C.F.R. are available at https//www.ecfr.gov/. They are also available for public inspection during regular business hours from the Colorado Department of Education, 201 E. Colfax Ave., Denver, Colorado 80203.