

Transportation Safety and Emergencies

Safety Equipment

Each school bus shall be equipped with at least one fire extinguisher located in the driver's compartment which meets the standards specified in law.

The Solano County Superintendent of Schools or designee shall ensure that any school bus which is purchased or leased by the Solano County Office of Education (SCOE) is equipped with a combination pelvic and upper torso passenger restraint system at all designated seating positions if that bus:

1. Is a Type 1 school bus designed for carrying more than 16 passengers and the driver and is manufactured on or after July 1, 2005
2. Is a Type 2 school bus or student activity bus designed for carrying 16 or fewer passengers and the driver, or designed for carrying 20 or fewer passengers and the driver and having a manufacturer's vehicle weight rating of 10,000 pounds or less, and is manufactured on or after July 1, 2004

When a school bus or student activity bus is equipped with a passenger restraint system, all passengers shall use the passenger restraint system.

Bus drivers shall be informed of procedures to be followed to reasonably enforce proper use of the passenger restraint system.

Safe Bus Operations

School buses and student activity buses shall not be operated whenever the number of passengers exceeds bus seating capacity, except when necessary in emergency situations which require that individuals be transported immediately to ensure their safety.

School bus operations shall be limited when atmospheric conditions reduce visibility on the roadway to 200 feet or less during regular home-to-school transportation service. Bus drivers for school activity trips shall have the authority to discontinue bus operation whenever they determine that it is unsafe to continue operation because of reduced visibility.

A person shall not drive a motor vehicle while using a wireless telephone, except under the following conditions:

1. When s/he uses a wireless telephone that is specifically designed and configured to allow hands-free listening and talking, provided it is used in that manner while driving
2. For emergency purposes, including, but not limited to, an emergency call to a law enforcement agency, health care provider, fire department, or other emergency service agency or entity
3. In the case of a school bus driver, for work-related purposes

A person shall not drive a motor vehicle while using an electronic wireless communications device to write, send, or read a text-based communication, including, but not limited to, text messages, instant messages, and email. This prohibition does not include reading, selecting, or entering a telephone number or name in an electronic wireless communications device for the purpose of making or receiving a telephone call.

The Superintendent or designee shall review all investigations of bus incidents and accidents to develop preventative measures.

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The Superintendent or designee may place a notice at bus entrances that warns against unauthorized entry. The driver or another school official may order any person to disembark if that person enters a bus without prior authorization.

Transportation Safety Plan for Boarding and Exiting Buses

The Superintendent or designee shall develop a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of students. The plan shall include all of the following:

1. Procedures for determining if students in grades prekindergarten through 8 require an escort to cross a private road or highway at a bus stop pursuant to Vehicle Code 22112
2. Procedures for all students in grades prekindergarten through 8 to follow as they board and exit the bus at their bus stops
3. Procedures for boarding and exiting a school bus at a school or other trip destination

A copy of the plan shall be kept at each school site and made available upon request to the California Highway Patrol.

Notifications

The Superintendent or designee shall provide written safety information to the parents/guardians of all students in grades prekindergarten through 6 who have not previously been transported in a school bus or student activity bus. This information shall be provided upon registration and shall contain:

1. A list of school bus stops near each student's home
2. General rules of conduct at school bus loading zones
3. Red light crossing instructions
4. A description of the school bus danger zone
5. Instructions for safety while walking to and from school bus stops

Student Instruction

All students who are transported in a school bus or student activity bus shall receive instruction in school bus emergency procedures and passenger safety.

The Superintendent or designee shall ensure that instruction is provided to students as follows:

1. The Superintendent or designee shall annually provide appropriate instruction in safe riding practices and emergency evacuation drills to each student who receives home-to-school transportation in a school bus.
2. At least once each school year, all students in grades prekindergarten through 8 who receive home-to-school transportation shall receive safety instruction which includes, but is not limited to:
 - a. Proper loading and unloading procedures, including escorting by the driver
 - b. How to safely cross the street, highway, or private road
 - c. In school buses with passenger restraint systems, instruction in the use of such systems as specified in 5 CCR [14105](#), including, but not limited to, the proper fastening and release of the passenger restraint system, acceptable placement of

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passenger restraint systems on students, times at which the passenger restraint systems should be fastened and released, and acceptable placement of the passenger restraint systems when not in use

- d. Proper passenger conduct
- e. Bus evacuation procedures
- f. Location of emergency equipment

As part of this instruction, students shall evacuate the school bus through emergency exit doors. Instruction also may include responsibilities of passengers seated next to an emergency exit.

Each time the above instruction is given, the following information shall be documented:

- a. County office name
- b. School name and location
- c. Date of instruction
- d. Names of supervising adults
- e. Number of students participating
- f. Grade levels of students
- g. Subjects covered in instruction
- h. Amount of time taken for instruction
- i. Bus driver's name
- j. Bus number
- k. Additional remarks

This documentation shall be kept on file at the SCOE transportation office or the school for one year and shall be available for inspection by the California Highway Patrol.

- 3. Before departing on a school activity trip, all students riding on a school bus or student activity bus shall receive safety instruction which includes, but is not limited to:
 - a. Location of emergency exits
 - b. Location and use of emergency equipment

This instruction also may include responsibilities of passengers seated next to an emergency exit.

Legal Reference:

EDUCATION CODE

39830-39842 Transportation, school buses

51202 Instruction in personal and public health and safety

PENAL CODE

241.3 Assault against school bus driver

243.3 Battery against school bus driver

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Legal Reference: (Continued)

VEHICLE CODE

- 415 Definition of motor vehicle
- 545-546 Definition of school bus and school pupil activity bus
- 22112 Loading and unloading passengers
- 23123 Use of wireless telephone prohibited while driving motor vehicle
- 23123.5 Text communications prohibited while driving motor vehicle
- 23125 Use of wireless telephone prohibited while driving school bus
- 27316 Passenger restraint systems
- 34500 California Highway Patrol responsibility to regulate safe operation of school buses
- 34501.5 California Highway Patrol responsibility to adopt rules re: safe operation of school buses
- 34501.6 School buses; reduced visibility
- 34508 California Highway Patrol responsibility to adopt rules re: equipment and operations of school buses

CODE OF REGULATIONS, TITLE 5

- 14100-14105 School buses and student activity buses

CODE OF REGULATIONS, TITLE 13

- 1200-1293 Motor carrier safety

CODE OF FEDERAL REGULATIONS, TITLE 49

- 571.1-571.500 Motor vehicle standards, including school buses

Policy Cross-Reference:

- 3513.1 Cellular Phone Reimbursement
- 3515.2 Disruptions
- 3516 Emergencies and Disaster Preparedness Plan
- 3516.5 Emergency Schedules
- 3540 Transportation
- 3541 Transportation Routes and Services
- 3541.1 Transportation for School-Related Trips
- 3541.2 Transportation for Students with Disabilities
- 3542 School Bus Drivers
- 4020.1 Controlled Substances and Alcohol – Drivers
- 4040 Employee Use of Technology
- 4112.4 Health Examinations
- 4112.42 Drug and Alcohol Testing for School Bus Drivers
- 5131.1 Bus Conduct
- 5145.6 Parental Notifications