

Management Support

Driver Training and Responsibility – District Owned Vehicles

Bus Drivers-

School bus operators will observe all state statutes and administrative rules governing traffic safety and school bus operation. The district will, at the beginning of each school year, provide each driver with a copy of the OSPI School Bus Driver Handbook, the district's policy and procedure on the Prohibition of Harassment, Intimidation and Bullying, any additional laws and/or rules applicable to bus drivers which have been recently enacted, and the district's written policy and procedures regarding student conduct on buses.

Bus Driver Qualifications

Prior to on-the-road training the district will verify that each driver holds a commercial driver's license instruction permit and a valid Department of Transportation (DOT) medical examiner's certificate, and the district will conduct a pre-employment drug screening pursuant to federal regulations. The school district will verify a negative result of such test prior to allowing the driver to operate a school bus on public roads, regardless of whether or not students are on board.

A. Initial Authorization

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

B. Continuing Compliance

At least once each school year, school bus drivers must submit to his or her supervisor a photocopy of the following: a valid commercial driver's license indicating the appropriate endorsements, a valid DOT medical examiner's certificate and a current first-aid card. Annually school bus drivers will make a written disclosure verifying that he or she meets the continuing requirements for school bus drivers and verifying that his or her driving and criminal records do not indicate any disqualifying conditions.

At least annually, the district will obtain an original, current and complete school bus driver abstract directly from the Department of Licensing verifying that each school

bus driver is in compliance with all continuing bus driver qualifications and that his or her driving record does not indicate any disqualifying conditions.

Employees are responsible for reporting any potentially disqualifying offenses to the school district or their supervisor within 20 days. Within 20 days of receiving notice, the district will notify OSPI in writing of the disqualifying offense.

The district will comply with all drug testing requirements under federal law, which includes random, reasonable suspicion and post-accident testing. Failure to submit to a drug test will subject the employee to termination of employment.

Supervision of Students

When a teacher, coach or other certificated staff member is assigned to accompany students on a bus, such person will be primarily responsible for causing the behavior of the students in his/her charge to comply with state regulations and district policy. The bus driver will have final authority and responsibility while transporting students.

Charter Buses or Excursion Carriers

When the district utilizes charter buses or excursion carriers, the driver will not have unsupervised access to children, and children will be supervised by a responsible employee of the district. Every contract between the school district and a charter bus or excursion carrier will contain a carrier profile from the Washington Utilities and Transportation Commission indicating a satisfactory safety rating.

Cross References: District Policy

No. 6690 – Contracting for Transportation Services
 No. 6640 District-Owned Vehicles
 No. 6625 Private Vehicle Transportation

Legal References: RCW 28A.160.210 School bus drivers, training and qualifications—Rules and regulations for
 RCW 46.25 Uniform Commercial Drivers Act
 Chapter 392-144 - WAC School bus driver qualifications
 WAC 392-145-016 – Rules for students riding school buses
 WAC 392-145-021 – General operating requirements
 49CFR 382 FMCSA CDL Controlled substances and alcohol use and testing

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