



File EP-R

SCHOOL BUS RIDERSHIP TRAINING - EVACUATION DRILLS

The School Board, through the Supervisor of Operations and the Principals, shall ensure that at least twice in each school year each pupil is instructed in safe school bus riding practices and participates in emergency school bus evacuation drills. The drills shall be conducted at least once during the fall term and at least once during the spring term of each school year. The School Bus Ridership and Evacuation Drill report must be completed and forwarded to the Transportation Supervisor. (M.R. 465/88-17)

Procedures

1. The Bus Driver shall be in charge of his/her vehicle at all times.
2. The Teacher shall be in charge of the students at all times.
3. Loading for drill purposes shall be from the front to the back.
4. The Teacher shall remain on the bus until all students are evacuated and shall be prepared in the event of an injured Bus Driver to turn off the ignition and lights, remove keys, set the hand brake, locate and remove the first-aid kit, locate and remove the fire extinguishers, and be capable of using the fire extinguisher.
5. Evacuation drills shall be via the front and back doors. Teachers shall, however, be familiar with the operation of the emergency windows.
6. School bus patrols shall be trained by their respective Bus Drivers and stationed at front and rear doors.
7. The School Principal or supervising Teacher may require the drill to be repeated if in his/her opinion the drill has not been conducted in a satisfactory manner.