# Unit J-Additional Resources

In this unit, you will find useful information to aid you in providing safe pupil transportation.

**Best Practices for School Bus Drivers**

* Know the job responsibilities, have the necessary skills to carry out those responsibilities and understand performance expectations.
* Acknowledge that safety is priority
* Remain present and focused on the task at hand
* Perform a complete pre-trip and post-trip
* Prepare, review and maintain safe routes and bus stops
* Maintain safe and acceptable student behavior
* Continue to renew skills by attending pre-service and in-service training
* Participate in drug and alcohol testing

**Training Professionalism and the Adult Learner**

* Keep the class relevant to the age group
* Be passionate and smile
* Encourage participation
* Keep trainees engaged
* Be flexible and realize everyone learns differently
* Be encouraging, even when correcting
* Use relevant resources
* Offer positive feedback

***Discussion: Do you remember what it was like when you decided to become a School Bus Driver?***

**Job Description for Certified Trainers**

Provides a summary of the duties that are required to be a Virginia Department of Education, Certified School Bus Driver Trainer. As a trainer, you must train as a classroom trainer and/or a Behind-the-Wheel Trainer.

Click on the link below to see an example.

<https://www.doe.virginia.gov/programs-services/school-operations-support-services/pupil-transportation/forms>

**Mirror Adjustment**

The mirror’s on the school bus is extra eyes for the driver. Make sure the mirrors are adjusted for the driver. Click on the link below to learn how to adjust mirrors.

<https://www.nhtsa.gov/sites/nhtsa.gov/files/documents/tp-111-sb0_tag.pdf>

**Another resource….**

<https://safetyvideos.org/wp-content/uploads/2015/07/everything-mirrors-on-the-school-bus-guide-and-test.pdf>

**School Bus Evacuation Drills**

* Aim for under 2 minutes
* Train everyone how to use equipment/open doors/windows
* Front, Back, Side, Roof, Window

[Emergency Evacuation of School Buses](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.nhtsa.gov%2Fsites%2Fnhtsa.gov%2Ffiles%2Fnhtsafinalemergevac_ig_finalv223pagesfinal.doc&wdOrigin=BROWSELINK)

**Safe Student Behavior**

* **Mandt Training**

The Mandt System is a person-centered, values-based process that encourages intentional and positive interaction with others. The program is based upon the philosophy that all people have a right to be treated with dignity and respect. For more information, visit [www.mandtsystem.com](http://www.mandtsystem.com/) 800-810-0755

* **PBIS Training**

Positive Behavior Interventions and Support

Positive Behavioral Interventions and Supports (PBIS) is an [evidence-based](https://www.pbis.org/resource/examining-the-evidence-base-for-school-wide-positive-behavior-support) [three-tiered framework](https://www.pbis.org/pbis/tiered-framework) to improve and integrate all of the data, systems, and practices affecting student outcomes every day. PBIS creates schools where all students succeed.

<https://www.pbis.org/>

* **Youth Mental Health 1st Aid**

[www.fairfaxcounty.gov/csb](http://www.fairfaxcounty.gov/csb)

Services for mental health, substance use disorders, intellectual/developmental disabilities and youth suicide prevention training.

**State and Federal Government Links**

Virginia 211-Information on community resources, <https://211virginia.org/consite/index.php>, 211

Virginia Dept. of Medical Assistance-Medicaid information, [www.dmas.virginia.gov](http://www.dmas.virginia.gov/)

Virginia Dept. of Behavioral Health & Developmental Services-resources for persons with mental illness, substance use [www.dbhds.virginia.gov](http://www.dbhds.virginia.gov/)

**Communication Devices**

Two- way radios have proven to be efficient and effective, especially when information must be shared rapidly. Success depends on the type of equipment being used, the way the school division is laid out geographically, weather conditions, and how the bus driver uses the radio.

Operating rules must be established for the use of two-way radios. These rules must be followed to ensure the Federal Communications Commission (FCC) rules and local school board policy will not be violated. The radio are never to be used for non-work related communication.

School divisions are given authority by the FCC to operate radio stations under Title 47 of the code of Federal Regulations, Part 90.15 and assign frequencies and licenses as well as monitors the airwaves and enforces it regulations. FCC regulations forbid the following:

* Use of the radio system by unauthorized personnel
* Repair or change of frequency by unlicensed personnel
* Obscene, indecent or profane language
* Transmission of unassigned call letters
* False calls
* Fraudulent distress calls
* Superfluous and unidentified communications
* Operation of the radio system during a civil defense test

Violations of federal regulations may result in loss of an FCC license.

**Passenger Seating**

School buses use the principal of compartmentalization to protect its passengers; therefore, proper seating is very important. The interior seats are designed to passively protect its passengers.

Federal Motor Vehicle Safety Standards 222 requires all school buses to offer this passive protection system of closely spaced seats with high, padded, flexible backs. In a frontal crash, the seat back absorbs energy of passengers propelled forward against it from behind.

**8VAC20-70-40 Seating.** The number of pupils who may ride a school bus shall be determined by the total number who can be seated on the seat cushion facing forward, safely seated within the seating compartment, and shall not exceed the manufacturer’s capacity. Pupils may not be permitted to stand, except under unforeseen temporary emergency conditions and for short distances as identified in policy by the local school board.

**Additional Resources-Transportation Web Sites Links:**

Virginia Department of Education, Pupil Transportation

[Pupil Transportation Forms | Virginia Department of Education](https://www.doe.virginia.gov/programs-services/school-operations-support-services/pupil-transportation/forms)

[Training & Professional Development | Virginia Department of Education](https://www.doe.virginia.gov/programs-services/school-operations-support-services/pupil-transportation/training-professional-development)

Virginia Department of Education <http://www.doe.virginia.gov/>

Administrative Code <https://law.lis.virginia.gov/admincode/title8/agency20/chapter70/>

Virginia Association for Pupil Transportation <http://www.vapt.org/>

National Association for Pupil Transportation [http://napt.org](http://napt.org/)

School Bus Fleet <http://schoolbusfleet.com/>

School Transportation New <http://stnonline.com/stn/index.shtml>

School Bus Information Council <http://www.schoolbusinfo.org/>

National Association of State Directors of Pupil Transportation Services <http://www.nasdpts.org/>

National Highway Traffic Safety Administration <http://www.nhtsa.dot.gov/>

Federal Motor Vehicle Safety Standards: child restraint systems, child restraint anchorage systems. Available at: [www.gpo.gov/fdsys/pkg/CFR-2011-title49-vol6/pdf/CFR-2011-title49-vol6-sec571-213.pdf](http://www.gpo.gov/fdsys/pkg/CFR-2011-title49-vol6/pdf/CFR-2011-title49-vol6-sec571-213.pdf). Accessed July 25, 2018

National Transportation Safety Board <http://www.ntsb.gov/>

Department of Motor Vehicles <https://www.dmv.virginia.gov>

Commercial Driver License Manual (2017) <https://www.dmv.virginia.gov/webdoc/pdf/dmv60a.pdf>

Virginia Department of Criminal Justice Services, Virginia Center for School Safety [www.dcjs.virginia.gov](http://www.dcjs.virginia.gov/)

[Human Trafficking in America’s Schools (PDF) (ed.gov)](https://safesupportivelearning.ed.gov/sites/default/files/NCSSLE-2021HumanTraffickingGuide-508.pdf)

[www.truckersagainsttrafficking.org](http://www.truckersagainsttrafficking.org/) A 26-minute training video when watched along with taking and passing a short test, certifies drivers as TAT-Trained, a designation which can go on your resume. Professional drivers often find themselves in locations frequented and exploited by human traffickers, they are in a unique position to recognize the signs of human trafficking.

Fentanyl Awareness <https://curbthecrisis.com/>

**School Bus Transportation of Children with Special Health Care Needs**

U.S. Dept. of Labor [**www.dol.gov/odep/topics/disability.htm**](http://www.dol.gov/odep/topics/disability.htm)

U.S. Department of Health & Human Services[**www.hhs.gov/programs/topic-sites/autism/**](http://www.hhs.gov/programs/topic-sites/autism/)

U.S. Centers for Disease Control and Prevention[www.cdc.gov/ncbddd/autism](http://www.cdc.gov/ncbddd/autism)

<https://pediatrics.aappublications.org/content/143/5/e20190724>

Autism Resources

[www.autismspeaks.org](http://www.autismspeaks.org)

<https://vcuautismcenter.org/>

Wheelchair Transportation

[**http://www.travelsafer.org/**](http://www.travelsafer.org/)

Qstraint Academy

<https://training.qstraint.com/>

**Child Safety Restraint Systems CSRS**

[Child Safety Restraint Systems (CSRS) on School Buses National Training | NHTSA](https://www.nhtsa.gov/school-bus-safety/child-safety-restraint-systems-csrs-school-buses-national-training)

[**https://carseateducation.org/**](https://carseateducation.org/)

**Media Material Resources**

Pupil Transportation Safety Institute <http://ptsi.org/>

<https://www.schoolsafety.gov/>

Video Communications, [www.safetyvideos.org](http://www.safetyvideos.org/)

School Bus Safety Company <https://schoolbussafetyco.com>

**Blackwelder Management Solutions**

[www.safebus.org](http://www.safebus.org)

**Railroad Safety and School Buses**

Operation Lifesaver, Inc. [http://www.oli.org](http://www.oli.org/)

**Active Shooter Preparedness**

<https://www.cisa.gov/resources-tools/training/active-shooter-preparedness-webinar>

**U.S. Department of Transportation Federal Motor Carrier Safety Administration (FMCSA)**

**Drug & Alcohol Clearinghouse** (Jan.6, 2020)

Any driver who holds a CDL and meets the requirements of the CDL standards (49 CFR Part 383) and the FMCSA Drug and Alcohol Testing Program (Part 382) will be covered by the Clearinghouse.

<https://clearinghouse.fmcsa.dot.gov/Register>

**Entry-Level-Driver-Training (ELDT) Moving Ahead for Progress (Map-21)**

(Feb. 7 2022)

The Federal Motor Carrier Safety Administration (FMCSA) established new minimum training standards for certain individuals applying for a Class A or Class B commercial driver’s license (CDL) for the first time; an upgrade of their CDL (e.g., a Class B CDL holder seeking a Class A CDL); or a hazardous materials (H), passenger (P), or school bus (S) endorsement on their CDL for the first time.

These individuals are subject to the ELDT requirements and must complete a prescribed program of theory (knowledge) and behind-the-wheel (BTW) (range and public road) instruction provided by an entity that is listed on FMCSA’s Training Provider Registry. The final rule incorporates performance-based concepts by requiring that driver-trainees demonstrate proficiency in both the BTW and theory portions of the curricula. The final rule responds to a Congressional mandate imposed under the “Moving Ahead for Progress in the 21st Century Act” (MAP-21).

<https://www.fmcsa.dot.gov/registration/commercial-drivers-license/eldt>

Driver trainees must demonstrate proficiency in the knowledge theory curriculum with a score of 80% on written assessment. (380.505 proof of training)

<https://tpr.fmcsa.dot.gov/check>

Appendix B to Part 380 Class B CDL Training Curriculum

<https://ecfr.io/Title-49/pt49.5.380#ap49.5.380_1725.b>

**§ 380.503 Entry-level driver-training requirements.**

Entry-level driver training must include instruction addressing the following four areas:

(a) ***Driver qualification requirements.*** The Federal rules on medical certification, medical examination procedures, general qualifications, responsibilities, and disqualifications based on various offenses, orders, and loss of driving privileges (part 391, subparts B and E of this subchapter).

8VAC20-70-280. Requirements for school bus drivers both for employment and for continued employment.

Section [22.1-178](https://law.lis.virginia.gov/vacode/22.1-178/) of the Code of Virginia requires drivers of school and activity buses to:

1. Have a physical examination of a scope prescribed by the Board of Education with the advice of the Medical Society of Virginia and furnished on a form prescribed by the Board of Education showing the results of such examination.

a. No person shall drive a school bus unless that person is physically qualified to do so and has submitted a *School Bus Driver's Application For Physician's Certificate* signed by the applicant and the doctor or a licensed nurse practitioner for the applicable employment period.

b. The physical form describes the basic physical qualifications for school bus drivers; however, the examining physician or licensed nurse practitioner shall make the final determination of the individual's physical capacity to operate a school bus based upon their assessment of the individual's overall physical condition.

2. Furnish a statement or copy of records from the Department of Motor Vehicles showing that the person, within the preceding five years, has not been convicted of a charge of driving under the influence of intoxicating liquors or drugs, convicted of a charge of refusing to take a blood or breath test, convicted of a felony, or assigned to any alcohol safety action program or driver alcohol rehabilitation program pursuant to § [18.2-271.1](https://law.lis.virginia.gov/vacode/18.2-271.1/) of the Code of Virginia or, within the preceding 12 months, has not been convicted of two or more moving traffic violations or has not been required to attend a driver improvement clinic by the Commissioner of the Department of Motor Vehicles pursuant to § [46.2-498](https://law.lis.virginia.gov/vacode/46.2-498/) of the Code of Virginia.

3. Furnish a statement signed by two reputable persons who reside in the school division or in the applicant's community that the person is of good moral character.

4. Exhibit a license showing the person has successfully undertaken the examination prescribed by § [46.2-339](https://law.lis.virginia.gov/vacode/46.2-339/) of the Code of Virginia.

5. Be at least 18 years old.

6. Submit to testing for alcohol and controlled substances that is in compliance with the Omnibus Transportation Employee Testing Act of 1991 (Public Law 102-143, Title V) as amended and that is in compliance with 49 CFR Parts 40 and 382.

(b) ***Hours of service of drivers.*** The limitations on driving hours, the requirement to be off-duty for certain periods of time, record of duty status preparation, and exceptions ([part 395 of this subchapter](https://www.ecfr.gov/current/title-49/part-395)). Fatigue countermeasures as a means to avoid crashes.

§ 46.2-812. Driving more than thirteen hours in twenty-four prohibited.

No person shall drive any motor vehicle on the highways of the Commonwealth for more than thirteen hours in any period of twenty-four hours or for a period which, when added to the time such person may have driven in any other state, would make an aggregate of more than thirteen hours in any twenty-four-hour period. The provisions of this section, however, shall not apply to the operation of motor vehicles used in snow or ice control or removal operations or similar emergencies.

(c) ***Driver wellness.*** Basic health maintenance including diet and exercise. The importance of avoiding excessive use of alcohol.

8VAC20-70-330. Health certificate.

As a condition to employment, every school and activity bus driver shall submit a certificate signed by a licensed physician or nurse practitioner stating that the employee appears free of communicable tuberculosis. The school board may require the submission of such certificates annually or at such intervals, as it deems appropriate, as a condition to continued employment.

(d) ***Whistleblower protection.*** The right of an employee to question the safety practices of an employer without the employee's risk of losing a job or being subject to reprisals simply for stating a safety concern ([29 CFR part 1978](https://www.ecfr.gov/current/title-29/part-1978)).

§ 40.1-51.2:2. Remedy for discrimination.

See local HR policy

Head Start Waiver for Transportation

<https://eclkc.ohs.acf.hhs.gov/archive/policy/im/acf-im-hs-06-05>