

8600.02 - REQUIREMENTS FOR SCHOOL BUS DRIVERS

(3) SCHOOL BUS DRIVER HANDBOOK: Each bus driver shall adhere to the rules and procedures described in the School Bus Driver Handbook, adopted April 26, 2011 and amended October 23, 2012 and [Date TBD], which is incorporated herein by reference. The handbook establishes additional guidelines to implement the statutes, regulations, and policies pertaining to the transportation of students.

F.S. 1012.45, 1006.22

6A-3.0141, 6A-3.0151, 6A-3.0171

49 C.F.R. Sections 391.41 and 391.43

Adopted 4/26/11; Revised 10/23/12, / /13

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Incident Reporting Procedure

While it is absolutely essential that all damage to a bus be reported, there are some very minor incidents that do not warrant the attention of the Accident Review Committee or the awarding of points unless, of course, an individual demonstrates a continuing problem with such incidents. Therefore, incidents that meet all of the following criteria will no longer be considered "accidents" for the purposes of this plan:

- A. The damage must occur between School Board vehicles or fixed assets belonging to the school board.
- B. The damage must have occurred while on School Board property (i.e., in a compound or at a school site);
- C. The amount of damage must not exceed \$250.00, and excludes labor.
- D. There are no passengers on board the School Board vehicles.

Incidents meeting the above criteria will ~~not~~ require an accident report, ~~but~~ and must be reported immediately ~~using an incident report~~. In addition, if the damage could cause a safety problem when doing a route (e.g., cross-over mirror glass broken and out), then the repair must be made prior to using the damaged bus. ~~Any incident reported that does not meet the above criteria will be considered an accident and will be handled in that matter.~~

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C. Reporting of Citations for Moving Violations (Traffic Tickets)

All citations for moving violations issued to covered employees shall be reported, regardless of the ownership of the vehicle being driven by the covered employee. All citations for moving violations shall be reported, regardless of the location where the citation was issued. Covered employees shall be responsible to report the receipt of any citation for a moving violation to their immediate supervisor by 12 p.m. (noon) on the employees next work day prior to beginning their first run.

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"Safe Driver Point" Assessment Schedule

- The Transportation ARC shall review the circumstances of all accidents/crashes involving a covered employee operating a school bus or other Board owned/leased vehicle. If the Committee's review determines that an accident/crash was preventable then "Safe Driver Points" shall be assessed.
- The Committee shall assess up to three (3) "Safe Driver Points" but not less than one (1) "Safe Driver Point," depending on the circumstances of the preventable accident/crash.
- Accidents/Crashes in which the accident/crash is **not** the fault of the P.C. S. B. covered employee, the accident/crash will be classified as a **Non-Preventable** accident/crash with **no** Safe Driver Points being assessed.
- If the Committee is "**unable to determine fault**" the accident/crash will be classified as **Adjudication Withheld** with **no** Safe Driver Points being assessed.

"Safe Driver Points" shall also be assessed for moving violations appearing on a covered employee's *Transcript of Driver Record*, as obtained through the Florida Department of Education School Bus Driver Records Check System, as set forth in "Safe Driver Points" of this *Safe Driver Plan*.

Moving Violations/Citations appealed to the Clerk of Court receiving Adjudication withheld will receive Safe Driver Points.

Moving Violation/Citation appealed to the Clerk of Courts receiving Dismissed will not receive Safe Driver Points.

"Safe Driver Point" Assessment Schedule - Moving Violations

		"Safe Driver Points"	
Moving Violation		SB	PV
1. Speeding:			
a. 15 mph or less over posted speed limit		3	0
b. 16 mph or more over posted speed limit		4	0
c. Speeding in a school zone more than 5 mph over the posted speed limit in a school bus or other Board owned/leased vehicle		9	0
2. Driving too fast for conditions		3	0
3. Following too close		3	0
4. Failed to comply with traffic control device/sign/ <u>Red Light Violation/ Camera</u>		3	0

1 Approved as to form and legality:
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School Board Attorney