

1 Safety is of paramount concern in providing student transportation services. The Transylvania
2 County Board of Education (the “board”) recognizes that providing safe transportation requires
3 the cooperation of students, parents, volunteers, personnel, and other governmental agencies.
4 The superintendent or designee and all principals shall make reasonable efforts to inform
5 affected individuals or entities about safety issues and monitor compliance with legal
6 requirements and this policy.

7 8 **Temporary Requirements for Student Transportation Services**

9
10 In order to secure the health and safety of school system students and employees during the
11 COVID-19 pandemic, school officials will enforce the **Centers for Disease Control and**
12 **Prevention (CDC) Order requiring the wearing of face coverings in school transportation**
13 **vehicles. In addition, the school system will implement the transportation restrictions put in**
14 **place by strategies that** the North Carolina Department of Health and Human Services (DHHS)
15 **advises be implemented by all schools to lower the risk of COVID-19 exposure and spread on**
16 **entering school transportation vehicles and will adhere to any requirements placed on the school**
17 **system by DHHS related to student transportation services.** The superintendent or designee, in
18 conjunction with appropriate health officials, shall develop protocols where necessary to
19 implement **strategies recommended by DHHS requirements.** These temporary **rules**
20 **requirements** shall remain in effect until repealed by the board or until the applicable guidance
21 from **the CDC or DHHS** is rescinded, whichever occurs first.

22 23 **A. STUDENT BEHAVIOR**

24
25 A safe and orderly environment is critical whenever transporting students. The Code of
26 Student Conduct and board policies on student behavior apply as provided in policy
27 4300, Student Behavior Policies. All students will receive training on school bus safety
28 as required by law regardless of whether they regularly ride a school bus to and from
29 school.

30
31 Violation of any board policy, the Code of Student Conduct, or other school rule
32 governing student behavior on school and activity buses may result in a student’s
33 suspension from the bus or other appropriate disciplinary action.

34 35 **B. TRANSPORTATION SAFETY ASSISTANTS AND BUS MONITORS**

36
37 Upon recommendation of a building principal and the superintendent, the board may
38 employ transportation safety assistants to assist bus drivers with the safety, movement,
39 management, and care of students. In addition, the superintendent or designee may
40 appoint a volunteer monitor to assist a bus driver with maintaining order and student
41 safety for any bus assigned to a school. As necessary, the superintendent or designee
42 shall designate in administrative guidelines the responsibilities of school bus
43 transportation safety assistants and bus monitors in accordance with state law.

45 **C. MAINTENANCE**

46
47 The superintendent or designee and principals shall fulfill all duties prescribed by state
48 law and regulations for maintaining, inspecting, and repairing school buses and other
49 vehicles used to transport students.

50

51 **D. SAFETY PRACTICES ON SCHOOL BUSES AND ACTIVITY BUSES**

52

53 In addition to any rules established by the superintendent or designee for the safe
54 operation of the student transportation services, the board expects school employees to
55 observe the following practices.

56

57 1. All school bus drivers must utilize the North Carolina crossing signals to
58 communicate to students when it is safe to cross the street to board the bus and
59 when it is safe to cross the street after exiting the bus.

60

61 2. The number of students transported on any school bus, activity bus, commercial
62 bus, or contracted vehicle will not exceed the official rated capacity for the
63 specific vehicle being used.

64

65 3. All riders must be seated while the vehicle is in motion.

66

67 4. No person will be permitted to stand or sit in the aisle or stepwell when the
68 vehicle is in motion.

69

70 5. All school bus drivers are expected to use good judgment in determining whether
71 it is safe to operate a school vehicle and to permit students to enter or leave the
72 bus at particular locations.

73

74 6. Bus drivers must report immediately any suspected mechanical defects or other
75 unsafe conditions, including road or traffic conditions that affect the safeness of
76 the bus route or bus stops.

77

78 **E. TRAINING**

79

80 It is the responsibility of the superintendent or designee to see that:

81

82 1. students and bus drivers receive training as required by law, including training on
83 the use of the North Carolina crossing signal;

84

85 2. students taking trips on activity buses or commercial buses receive safety
86 instruction as needed, including, but not limited to, instruction on and
87 demonstration of emergency exit operation for the vehicle on which they are
88 riding for any specific trip; and

89
90 3. records of student training are made as required by the State Board of Education.

91
92 **F. ACCIDENT REPORTING**

93
94 The driver of any school bus or other school vehicle must report immediately to the
95 superintendent or designee any accident involving death, injury, or property damage.

96
97 Legal References: G.S. 115C-239, -240, -245, -248, -249.1; 16 N.C.A.C. 6B .0111; *Preventive*
98 *Maintenance and Vehicle Replacement Manual (NC Bus Fleet Manual)*, State Board of
99 Education Policy TRAN-005, available at
100 www.ncbussafety.org/documents/Buses/NCBusFleetManual.pdf; State Board of Education
101 Policy TRAN-011; *North Carolina School Bus Driver Handout*, Department of Transportation,
102 Division of Motor Vehicles, available at
103 [https://www.ncdot.gov/dmv/license-id/driver-licenses/new-drivers/Documents/school-bus-](https://www.ncdot.gov/dmv/license-id/driver-licenses/new-drivers/Documents/school-bus-handbook.pdf)
104 [handbook.pdf](https://www.ncdot.gov/dmv/license-id/driver-licenses/new-drivers/Documents/school-bus-handbook.pdf)

105
106 Cross References: Student Behavior Policies (policy 4300), Authority of School Personnel
107 (policy 4301), School Plan for Management of Student Behavior (policy 4302), Disruptive
108 Behavior (policy 4315)

109
110 Adopted: February 20, 2017

111
112 Revised: February 19, 2018 (legal references only); December 17, 2018; December 16, 2019;
113 February 15, 2021; August 2, 2021; [DATE]