

1 Safety is of paramount concern to the Transylvania County Board of Education (the “board”) in  
2 providing student transportation services. Consistent with the board’s goals for student safety,  
3 all drivers involved in transporting students must comply with the following board requirements.  
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5 **A. SCHOOL BUS AND ACTIVITY BUS DRIVERS**  
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7 School bus and activity bus drivers must:  
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- 9 1. possess required licenses and all other qualifications required by law;
- 10 2. undergo and follow all training required by law governing school bus and activity  
11 bus passenger safety;
- 12 3. not operate a school or activity bus on a public street, highway, or public  
13 vehicular area while using a mobile telephone or related technology while the bus  
14 is in motion, unless such use is for the sole purpose of communicating in an  
15 emergency situation;
- 16 4. use the North Carolina crossing signal required by the State Board of Education to  
17 communicate to students when it is safe to cross the street to board the bus and  
18 when it is safe to cross the street after exiting the bus;
- 19 5. report to the principal any misconduct that is in violation of any of the student  
20 behavior policies in the 4300 series or school rules;
- 21 6. use reasonable judgment in the operation of the buses;
- 22 7. make reasonable efforts to maintain good order of the students being transported;
- 23 8. not permit any person to ride who is not assigned to the bus or has not received  
24 express permission of the principal or other designated official;
- 25 9. promptly report to the principal or other designated official any defect or other  
26 concern regarding the safety of the school bus, activity bus, or other vehicle  
27 operated by the school system; and
- 28 10. report to the principal or other designated official by the next work day any  
29 moving violation citations received while operating any motor vehicle, whether  
30 on or off duty.  
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33 **B. OTHER DRIVERS**  
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35 Other drivers, including volunteer drivers, must:  
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- 45 1. possess required licenses and all other qualifications required by law;
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- 47 2. report to the principal by the next working day any moving violation citations
- 48 received while operating any motor vehicle, whether on or off duty; and
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- 50 3. carry insurance if operating a privately owned vehicle.
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52 If the board requires a school social worker to increase his or her private automobile  
53 liability coverage and/or to add a business use rider in order to transport students in his or  
54 her private vehicle, the social worker will be reimbursed for the additional premium  
55 charged and/or for the increased liability limits of the added rider.

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57 The superintendent or designee shall make copies of this policy and other related policies  
58 available to drivers.

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60 Legal References: G.S. 20-7(f)(2), -137.4, -218; 115C-47(25a), -241, -242, -244 to -246, -248, -  
61 251, -317.1; State Board of Education Policies TRAN-006, ~~and~~ TRAN-010; *North Carolina*  
62 *Handbook for School Bus Drivers* ~~Handout~~, Department of Transportation, Division of Motor  
63 Vehicles, available at <http://www.ncdot.gov/dmv/driver/schoolbus/>  
64 [https://www.ncdot.gov/dmv/license-id/driver-licenses/new-](https://www.ncdot.gov/dmv/license-id/driver-licenses/new-drivers/Documents/School%20Bus%20Handbook.pdf)  
65 [drivers/Documents/School%20Bus%20Handbook.pdf](https://www.ncdot.gov/dmv/license-id/driver-licenses/new-drivers/Documents/School%20Bus%20Handbook.pdf)

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67 Cross References: Student Behavior Policies (4300 series), Drug and Alcohol Testing of  
68 Commercial Motor Vehicle Operators (policy 7241), Insurance (policy 8340)

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70 Adopted: February 20, 2017

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72 Revised: February 19, 2018 (legal references only); [DATE]