

## SCHOOL BUS SAFETY PROGRAM

The safety and welfare of student riders will be the first consideration in all matters pertaining to transportation. Safety precautions will include the following:

1. School bus drivers will instruct children in the proper procedures for boarding and exiting from a school bus and in proper and safe conduct while aboard.
2. At least twice during each school year the driver of each school bus shall hold an emergency evacuation drill. Proper documentation for each drill shall be submitted and maintained on file with the school district.
3. All vehicles used to transport students will be maintained in a condition that will provide safe and efficient transportation. All vehicles will be inspected periodically to be certain that they are in good mechanical operating condition.
4. All school buses shall undergo a safety inspection not less than two (2) times each school year, with one (1) inspection conducted by a person not employed by the school district. A copy of the inspection reports shall be filed with the school district.
5. Buses will be replaced whenever continued operation would pose problems in providing safe transportation for students.
6. School bus operators shall perform a daily pre-trip inspection of their vehicles and report promptly any defect or deficiency discovered that may affect the safety of the vehicle's operation or result in its mechanical breakdown. Documentation of the inspections shall be submitted weekly and retained.
7. Operators of school buses equipped with factory installed lap belts shall wear a properly secured lap belt at all times the vehicle is in motion.
8. Passengers in type A school buses equipped with lap belts shall wear a properly secured lap belt at all times the vehicle is in motion.
9. School buses shall operate with lighted headlamps at all times the vehicle is in motion.
10. The service door of the school bus shall remain closed at all times the vehicle is in motion.
11. Any accident involving a school bus which is required to be reported under W.S. 31-5-1106, shall also be reported to the state department of education on forms approved by the department.