

Bus Safety Plan and Nine Passenger Vans

1. The Fort Thomas Independent Schools Bus Safety Plan will incorporate safety videos and evacuation instructions for each field trip and additional instruction for daily riders throughout the school year.
2. All drills will be planned with the school administration and the age levels of pupils should be considered when sharing the instructions.
3. For daily riders, drills should be conducted on school grounds, if possible, with the school principal present to observe.
4. Prior to departure, there will be a review of evacuation procedures on all field trips and athletic trips and the completion of the Transportation Procedure Verification form;
5. Students traveling during the summer months, prior to the beginning of school, will review evacuation procedures prior to leaving the school grounds;
6. Preschool students who are not being transported by the district will not need to participate in the evacuation drills since they will not be riding the bus during the school year.
7. During the drill, pupils will be instructed using the bus evacuation script 1 provided by the district. Students should evacuate the bus in under 2 minutes.
8. Written documentation of each drill must be kept using board procedure 06.2 AP.2 as well as a record of the students in attendance the day of the drill.
9. All students will also watch the bus safety video provided by the Kentucky Department of Education during the first month of school or other appropriate videos as approved by the Director of Transportation. The principal of each school will email the Director of Transportation verifying completion of this action during the first month of the school year.
10. All other requirements, involving student transportation, will follow the laws and guidelines set by state and federal regulations as well as guidance from the Kentucky Department of Education.

NINE PASSENGER VANS

1. Vans owned or leased by the district that were designed and built for nine passengers or less, including the driver, may be used for transporting students to and from school and approved school activities.
2. Vans used for transporting students shall be clearly marked as transporting students and will undergo safety inspections no less than once every thirty days. Vans not used to transport students on a daily basis will be inspected at least every three months. (possibly every two months since we do use our vans fairly regularly)

Bus Safety Plan

NINE PASSENGER VANS (CONTINUED)

3. Vans will be driven by a school employee adhering to all state and local policies including:

a. Has a valid Class D Operator's License

b. Completed the Van Driver Contract

c. Follows all state and local regulations for vehicles drivers that do not require a CDL

Smaller students being transported in vans will use the proper booster seats or safety harnesses as determined by the Kentucky Department of Education. Preschool children will not be transported in vans.