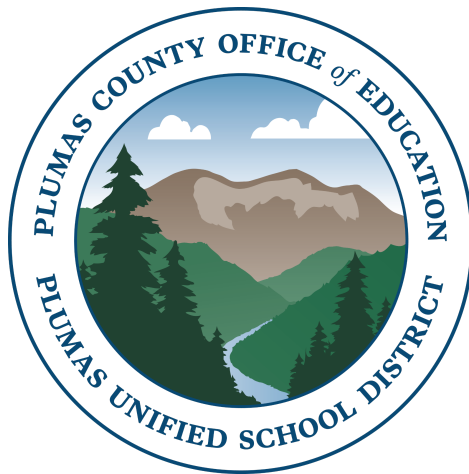


Plumas Unified School District Transportation Safety Plan 2025-26

(EC 39831.3)



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PUSD Transportation Safety Plan

Transportation Services shall identify all stops requiring students to be escorted across the highway or road and the drivers shall identify the individual students requiring an escort and at those stops before loading or unloading students.

Upon registration, the parents or guardian of all students not previously transported in a school bus shall be provided with written information on school bus safety by the administrator at their child's school of attendance. This Information shall include the following:

1. General Rules of Conduct at school bus loading zones and red light crossing instructions.
2. A Plumas Unified School District Ridership application.
3. A list of school bus stops for each school near each eligible pupil's residence. A copy of the bus routes, stops, and times may also be obtained by contacting Transportation Services.
4. School Bus Danger Zone information.
5. Walking to and from school bus stops.

The plan shall be kept current and on file at each school site and made available, upon request, to any officer of the California Highway Patrol.

District Policy requires the following:

Rules of Conduct for School Bus Riders

Students will be required to obey the following:

- Ride only those buses to which students are eligible and assigned to and normally take to and from school.
- Listen and obey all directions from the driver.
- Arrive at their assigned bus stop a minimum of five (5) minutes before the scheduled pick up time.
- Respect the people and property at and around the bus stop and loading zones.
- Never throw objects at a bus or out of a bus window or door.
- Conduct themselves properly while waiting for their buses and after returning from school.
- From a single line and remain a safe distance from the edge of the roadway to permit normal traffic flow and for buses to approach safely.
- Board and exit buses in an orderly manner without pushing or crowding.
- Sit in seats and areas assigned by the bus driver.
- Identify himself and herself to the driver when requested to do so.
- Remain seated while the bus is in motion.
- Keep all portions of their body inside the bus at all times.
- Wear shoes, unless otherwise directed by the driver. Athletic shoes with metal cleats must be carried.

- Exit the bus through the front door only, unless otherwise directed by the driver.
- Cross roadways in front of the bus (all grades) and escorted by the driver (grades Pre-K-8 grades inclusive) (grades 9-12 escorting is permissive and may be required.)

Students will be required NOT to do the following:

- Threaten, harm or endanger the safety of the passengers and/or drivers
- Possess lighting devices, alcoholic beverages, drugs, glass containers, live animals/insects, explosive devices or weapons, pressurized containers (hair spray, perfume, paint, etc).
- Engage in boisterous conduct, fighting or throwing of any object inside or outside of the bus.
- Use profane, vulgar/abusive language or gestures.
- Use tobacco, consume food or beverages or chew gum.
- Write on seats, walls or intentionally damage any portion of the bus.
- Tamper with emergency exits or bus controls.
- Throw substance on or at the bus.
- Cross divided highways to get onto the bus.

Loading at a Designated School Bus Stop:

- Drivers shall approach the bus stop and activate the flashing amber warning light system, if so equipped, 200 feet before the bus stop.
- Once stopped the driver shall activate the flashing red signal light system as defined in Section 22112 of the Vehicle code.
- The Driver shall ensure that the flashing red signal lights and stop arm, if so equipped, are activated before allowing students to enter the bus.
- In the event any pupils will need to cross the roadway upon which the bus is stopped (Pre-Kindergarten, Kindergarten and any grades 1-12 inclusive) the driver shall escort them across the roadway. The driver shall use an approved hand-held "STOP" sign when escorting students.
- The driver shall require all students to walk in front as they cross the roadway upon which the bus is stopped.
- If a student drops papers or other objects while boarding the bus he/she should get the attention of the driver. Important: The student shall never go under or near the school bus to retrieve objects since the driver cannot see the student.
- The drivers shall ensure that all students who need to cross the roadway/highway, upon which the bus has stopped, have crossed safely and that all pedestrians are safe distance from the bus. The driver shall cancel the flashing red lights as soon as practicable and ensure it is safe before setting the bus in motion.

Unloading at a Designated School Bus Stop:

Drivers shall be familiar with the proper procedures and requirements for the use of flashing red lights and escorting students across the roadway. *The school bus driver shall escort student passengers who attend a pre-kindergarten or elementary school up to grade 8 across the highway. Grades 9-12 may be escorted.*

- This shall apply to a public or private school that does not offer instruction beyond grade eight. (13CAC1227b)
- The driver shall use an approved hand-held "STOP" sign (18" Octagonal "stop" sign) while escorting all students.
- Drivers shall approach the bus stop and activate the flashing amber warning light system, if so equipped, 200 feet before the bus stop.
- The school bus driver shall identify the students who must cross the roadway/highway and prepare the students to disembark the school bus.
- The driver shall ensure that the flashing red signal lights and stop arm, if so equipped, are activated and ensure it is safe to exit the bus.
- The driver shall require all students who are crossing the roadway to walk in front of and between the bus and driver.
- If a student drops papers or other objects while boarding the bus he/she should get the attention of the driver. Important: The student shall never go under or near the school bus to retrieve objects since the driver cannot see the student.
- The drivers shall ensure that all students who need to cross the roadway/highway, upon which the bus has stopped, have crossed safely and that all pedestrians are safe distance from the bus.
- The driver shall re-enter the school bus and immediately cancel the flashing red lights.

It is the intention of Transportation Services to have all buses at the school sites prior to the afternoon dismissal bell time. It is our goal to depart the school site no later than five (5) minutes after the dismissal bell.

Loading of school buses at the school site:

- The school bus driver may not activate the flashing amber warning light system, the flashing red light signal system and stop signal arm at any school.
- The driver shall not activate the flashing red lights to unload the students at the school site.
- The driver will monitor the students at the school site to ensure orderly and safe exiting.
- When the students have disembarked, the driver will depart the school site when safe.
- This procedure will be the same for activity trips.

Activity Trips

Loading School Buses at the School Site:

- The driver shall not activate the flashing amber warning light system when loading/unloading.
- The group or athletic team will assemble in an area away from the school bus. When the students are ready to load the driver will proceed with the bus evacuation and safety presentation. This shall include an explanation and demonstration of all emergency exits, first aid kits, fire extinguishers, etc
- Upon completion of the presentation the driver will require the chaperone/coach to sign the trip sheet. The driver will then depart when safe to do so.

Loading/unloading at the Activity Destination Site:

- Upon arrival at the destination the driver will select an area where the bus can be lawfully parked and loading/unloading students can be reasonably controlled.
- The driver will provide instructions to the chaperone/coach(s) regarding the time and location where the group will assemble to reload the school bus.
- When it is clear and safe the driver will have the students disembark the bus. (The flashing red signal lights will NOT be activated).
- When the group is accounted for and is ready to depart, the driver will depart when safe.

Instruction for Special Needs Students:

- Loading and unloading at school sites will be conducted utilizing the same procedures as for home to school students.
- The driver shall not activate the flashing red lights system where a pupil requires physical assistance from the driver or authorized attendant to board or leave the school bus: providing the assistance extends to the length of the time the school bus is stopped beyond the time required to load and unload a pupil that does not require physical assistance. (OST instructors Guide Unit VII pg.67).
- Activate the flashing amber warning light system 200 feet before the designated stop, if so equipped. Pull up to the designated stop and secure the bus. Turn off the flashing amber lights.
- Once stopped, the driver shall activate the flashing red signal lights system, as defined in Section 22112 of the Vehicle code.
- When loading/unloading a wheelchair student, the flashing red lights shall NOT be activated. The driver will assist with the loading process and depart the bus stop when safe.

Adult Chaperone

The Superintendent or designee shall ensure that there is at least 1 adult chaperone, other than the school bus driver, to accompany school pupils aboard a school pupil activity bus (SPAB) when utilized to transport school pupils at or below the twelfth grade level to or from a public or private school activity.

Child – Checkmate

S.B 1072 – The Paul Lee School Bus Safety Law

In accordance with Education Code 39831.3(a)(4), the Plumas Unified School District Transportation Department deploys the following departmental policy to ensure students are not left unattended on a school bus:

- Immediately after unloading all students at the school, both AM and PM, the driver shall walk to the back of the school bus looking at and under all the seats for any students that might still be on the bus and at the rear deactivate the Child-Checkmate alarm system if so equipped.
- On activity trips, immediately after unloading all students at the destination the driver shall walk to the back of the school bus looking at and under the seats for any students that might still be on the bus and at the rear deactivate the Child-Checkmate alarm system if so equipped.

Unassigned Bus Stop

No student shall be allowed to utilize any designated bus stop other than the student's primary designated stop without the written permission of the pupil's parent/guardian and approval and direction from the site administrator/principal. This permission shall include the full name of the parent/guardian, the home and or work phone number and a legal signature giving the department this permission. No pupil shall be allowed to disembark at a location other than a district approved delegated bus stop. Disembarking at a stop other than the student's designated stop will be sufficient cause to suspend the student's riding privilege.

Mechanical Breakdown

When a school bus is disabled due to a mechanical failure and students are aboard that require transportation, the relief vehicle should drive to the front of and pull in line with and as close to the disabled vehicle as possible. **Vehicle Code Section 22112 (d)** states that a school bus disabled due to mechanical breakdown and/or the relief bus shall **not** activate the flashing red light system

while loading and unloading passengers. The drivers of both vehicles should activate the hazard lights prior to the unloading and loading of passengers.

Adverse Driving Conditions and Operation of Buses During Periods of Reduced Visibility

Vehicle Code Section 34501.6 states that the governing board of a local educational agency providing for the transportation of students shall adopt procedures that limit the operation of school buses when atmospheric conditions reduce visibility on the roadway **to 200 feet or less** during regular home to school transportation service. Operational policies for school activity trips shall give school bus drivers' discretionary authority to discontinue school bus operation if the driver determines that it is unsafe to continue operation because of reduced visibility.

For purposes of this safety plan, the department procedures shall be as follows:

- The Supervisor on duty will notify the Superintendent of Schools that atmospheric conditions reduce visibility to 200 feet or less.
- Transportation Services will consult with the Superintendent or designee, may be delayed a minimum of one (1) hour for improved visibility or suspended indefinitely per the Superintendent or designee's discretion.

Legal reference

Education Code: 39831.5 Instruction on school bus emergency procedures and passenger safety and 39831.3 Schoolbuses

Vehicle Code: 34501.6 School Buses; reduced visibility

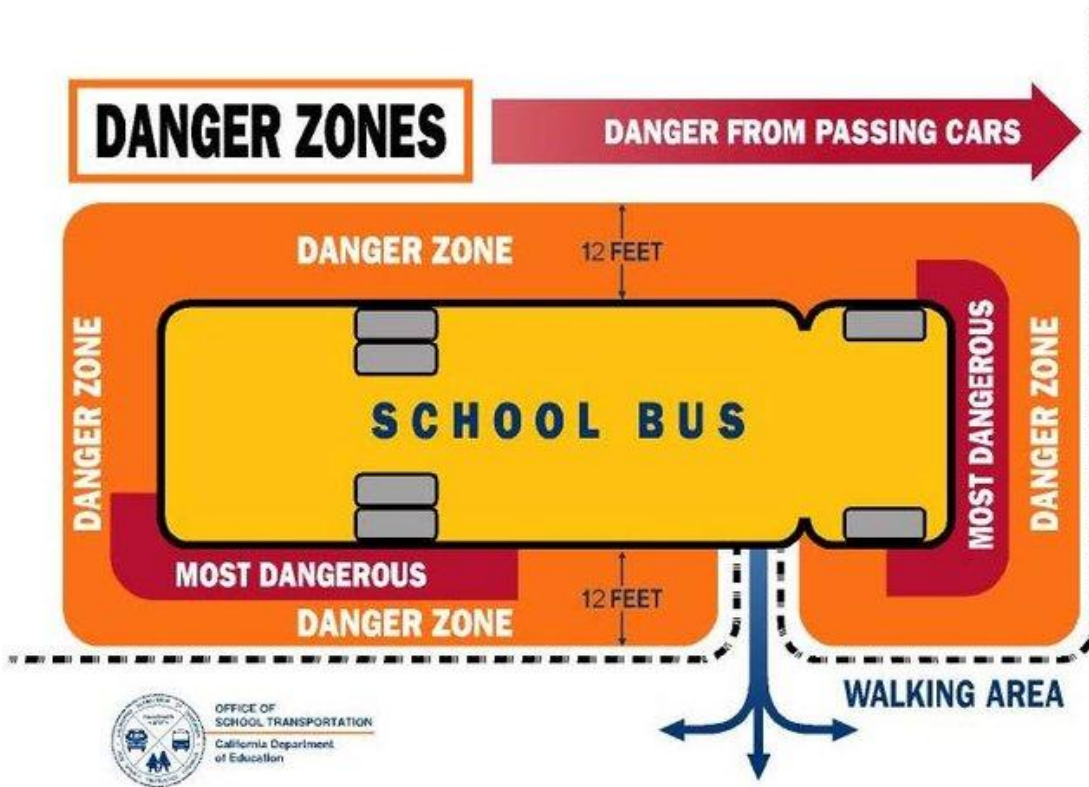
Policy number BP 3540, AR 3542 & 3543

Plumas Unified School District

Board Reviewed:

School Bus Danger Zone

- School buses are large commercial vehicles and are difficult to see around because of their size; therefore, they create blind spots where children may be present.
- Understanding the 12 foot danger zone area around the bus helps keep our children safe. Important: Students should never go under or in front of the bus.
- Students should store items inside a backpack where they are less likely to be dropped under the bus.
- If any student needs to cross the roadway in which the bus is traveling upon, the driver shall escort the pupil across the roadway.
- Always slow your vehicle when you are around a school bus and stop when the red lights are flashing.
- Flashing amber lights on the school bus is a warning to slow down and stop for the subsequent red lights flashing signal system on the school bus.



School Bus Safety Plan/Safe Walking

Walking to and from Bus Stops

- Go directly between the bus stop and home.
- Plan the safest route with the fewest streets to cross.
- If possible, cross streets and corners, using crosswalks if available. Look in all directions before crossing and when safe, walk across the street. Always obey traffic signals.
- Watch for vehicles that might be making a turn.
- Do not dart from between parked cars or shrubbery.
- Never accept a ride from a stranger.
- If possible, face traffic when walking on roads without sidewalks and always use caution.
- Be extra careful during times of sunrise and sunset, bad weather and during darkness (wear light colored clothing or something reflective.)
- Leave home early enough so you do not have to run.
- Be at the Bus Stop a minimum of five minutes before the scheduled pick-up time.

Safety Tips for Parents

The greatest risk is not while riding the bus, but approaching or leaving the bus. It is essential that automobile drivers know the rules:

- When backing out of a driveway or leaving a garage, watch for children walking or bicycling to school.
- When driving in neighborhoods with school zones, watch out for young people who may be focused on getting to school but may not be thinking about safety.
- Slow down. Watch for children playing and gathering near bus stops or walking the street, especially if there are no sidewalks.
- Be Alert. Children arriving late for the bus may dart into the street without looking for traffic.
- Learn and obey the school bus laws in California.
- Always STOP when a school bus has activated their Flashing Red Lights, do not proceed until they are completely off and then proceed with caution.
- Always slow down when a bus has activated the flashing amber warning light system and prepare to stop once the flashing red signal lights are activated.

Permission to Ride the School Bus

All students must have a completed Ridership Application on file, in order to be eligible for Transportation Services. Information regarding ridership applications is available on our website, by contacting your student's school of attendance, or by calling our office:

Transportation Services Contact Information

- Administrative Assistant - Theresa Belsher-Howe (530) 283-6545 ext. 5501
- Transportation Supervisor - Kyle Bakker (530) 283-6545 ext. 5500

Student Discipline

Parents: By signing and submitting the Ridership Application, you're acknowledging that you have reviewed the following with your child and that you both understand this agreement.

The Governing Board of Plumas Unified School District, in accordance with Section 14105, California Administrative Code Title 5, has adopted rules and regulations to assist students in understanding their responsibilities while riding the school bus. These rules will help to assure safe and proper travel in home-to-school and special trip transportation. Important: These rules must be observed while riding the Bus and waiting at Bus Stops.

The following are examples of actions which will be considered violations of the established rules and regulations.

1. Fighting or participating in any rough body contact such as slapping, poking, shoving, etc., on the bus or at the bus stop.
2. Using profane language or obscene gestures.
3. Using unauthorized exits (emergency doors or windows.)
4. Extending any part of the body out of the window at any time.
5. Moving out of seats while the bus is in motion.
6. Obstructing the aisle with legs, feet, or any object, or facing to the rear in seats.
7. Creating excessive noise.
8. Unauthorized opening, closing or tampering with bus doors, windows or emergency exits.
9. Damaging or defacing of bus.
10. Lighting of matches or smoking on the bus.
11. Throwing any objects in, out of, or at the bus.
12. Littering in or around the bus.
13. Transporting live animals, reptiles or insects on a school bus.
14. Eating or drinking beverages on the bus.
15. Using audio electronic devices, etc. except with the use of earphones.
16. Being disrespectful to the bus driver or failing to obey the bus driver.
17. Tampering with the bus controls.
18. Giving improper information when requested by the bus driver.

19. Disembarking at other than established stops without permission.
20. Riding a bus while suspended.
21. Improper bus stop procedures (not lining up, rock throwing, property damage, etc.)
22. Other unauthorized or unsafe actions.

Penalties for violations of bus rules and regulations are listed below:

Prior to any student being written a referral, other non-disciplinary options are first exhausted. These may include multiple verbal warnings, assigned seats, and reteaching the bus expectations.

1. First Referral: First official warning, unless determined by the Principal or Transportation Supervisor that the penalty should be more severe. This would most likely be due to a safety issue on the bus.
2. Second Referral: Shall result in one to five school days suspension of transportation privileges and/ or other disciplinary action.
3. Third Referral: Shall result in five to ten days suspension of transportation privilege.
4. Fourth Referral: Shall result in suspension of transportation privileges for the balance of the year.