

## **MANAGEMENT SUPPORT**

### **Student Safety Walking to School and Riding Buses**

A comprehensive school trip safety program will address school walk routes, bus safety and route plans, vehicle access to the school, circulation and parking at the school, pedestrian circulation on and around the school campus and safety education and enforcement.

### **Safety Advisory Committee**

The superintendent/designee will establish a Safety Advisory Committee (SAC) to develop a school trip safety program and to review safety concerns. The superintendent will develop specific responsibilities and reporting relationships of the committee, including how the SAC relates to individual school safety programs.

### **Bus Safety**

The superintendent/designee will develop written rules establishing the procedures for bus safety and emergency exit drills and for student conduct while riding on buses. The procedures for bus safety will include rules restricting bus access to students and those persons authorized by the superintendent or designee to ride the bus to and from any school activity.

The bus driver is responsible for the safety of their passengers, particularly for those who cross a roadway after leaving the bus. No bus driver will order or allow a student to disembark at other than his/her customary boarding or alighting place unless so authorized by the superintendent/designee. In order to ensure the safety of all, the bus driver may hold students accountable for their conduct during the course of transportation and may recommend corrective action against a student. Bus drivers are expressly prohibited from using corporal punishment. Bus drivers are expressly prohibited from allowing anyone to board the bus who is not a student, or a person authorized to ride the bus by the superintendent/designee.

### **Emergencies**

In the event of an accident or other emergency, the bus driver will follow the emergency procedures in accordance with the School Bus Driver Handbook produced by the Office of Superintendent of public Instruction. A copy of the emergency procedures will be located in each bus. To ensure the success of such emergency procedures, each bus driver will conduct an emergency evacuation drill within the first six weeks of each school semester. The district will conduct such other drills and procedures as may be necessary.

### **Student Conduct on Buses**

The superintendent/designee will establish written rules of conduct for students riding school buses. Such rules will include as a minimum the requirements of WAC 392-145-021 and will be reviewed annually by the superintendent/designee and revised if necessary. If the rules are substantially revised, they will be submitted to the board for approval.

At the beginning of each school year, a copy of the rules of conduct for students riding buses will be provided to each student who is scheduled to ride a school bus. The classroom teacher and/or bus driver will review the rules with the students at or near the beginning of each school year. A copy of the rules will be available upon request at the district office.

## Safe Routes To School Plan

Pursuant to [WAC 392-151-025](#), all elementary schools that have students who walk to and from school are required to develop a suggested route plan. These route plans shall limit the number of school crossings so that students move through the crossings in groups. The walking route plan shall be distributed to all students. All schools are encouraged to have a walking/biking route plan in place.

The district will conduct a walking and biking audit within a one mile radius of the school and develop a Safe Routes To School walking/biking map or plan. The plan will recommend the best routes for students walking to and from school, as well as the best routes to and from school bus stops. In developing the plan, the committee will consider, at a minimum, the following:

1. traffic patterns;
2. existing traffic controls;
3. existing school patrols;
4. limits on the number of school crossings so that students have to move through the crossings in groups;
5. allowing only one entrance-exit from each block to and from school;
6. routes that provide the greatest physical separation between walking children and traffic;
7. routes that expose students to the lowest speeds and volumes of moving vehicles; and
8. routes that include the fewest number of road or rail crossings.

The superintendent/designee will review the plan and, upon their approval, distribute the plan to all students with instructions that it be taken home and discussed with parents. The plan will be routinely updated as conditions change. The superintendent/designee will include the plan in the district's School Wellness Plan to encourage parents and students who walk and bike to school to use the recommended routes.

Cross References:	Policy 6510	Safety
	Policy 3241	Student Discipline
	Policy 6700	Nutrition, Health and Physical Education
Legal References:	RCW 28A.600.010	Enforcement of rules of conduct, Due process guarantees, Computation of days for short-term and long-term suspensions
		School patrol – Appointment, Authority, Finance, Insurance

RCW 46.61.385

WAC 392-144	School Bus Driver Qualifications
WAC 392-145-016	Rules for students riding school buses
WAC 392-145-021	General operating requirements
<i>WAC 392-151-025</i>	Route plans
WAC 392-400-225	School district rules defining misconduct – Distribution of rules

**Date: 2/28/83; 1/25/99; 11/24/03; 1/24/11; 12/7/23.**

**PORT TOWNSEND SCHOOL DISTRICT NO. 50**