Procedure 8180-P(1): Driver Training and Responsibility - Responsibilities When Operating the School Bus

Status: ADOPTED

Original Adopted Date: 05/19/2025 | **Last Reviewed Date:**

Bus drivers shall comply with the following requirements when operating any school bus for the District.

1. Buses should not be driven in reverse unless absolutely necessary. Drivers shall not back a bus to turn around on a public roadway unless the Board of Trustees has determined, when approving the District bus routes, that there is no alternative. In such cases, the Board shall pass a motion declaring that backing of school buses in such cases is permitted.

2. Bus doors shall remain closed while the bus is in motion.

3. The driver shall not allow guns or flammable or explosive substances, such as gasoline, to be brought onto a school bus.

4. Drivers shall remain vigilant and report suspicious behavior or conditions which could become harmful to students or be indicative of impending acts of terror. The District shall ensure all school bus drivers are trained on homeland security awareness.

5. No school bus shall start moving before all passengers have been seated, and no student may stand when the bus is in motion. The driver shall require each passenger on the bus to be seated in a passenger seat.

6. All school and activity buses shall stop at all railroad grade crossings as required by law.

7. Drivers shall never drive in excess of the speed limit or in excess of 65 miles per hour.

8. Drivers shall not leave an occupied bus. In the event of a bus breakdown, the driver shall request assistance via two-way communication whenever possible. If two-way communication is not possible, the driver shall:

    A. Ask a passing motorist to make contact with the District;
    B. Send a school bus aide to seek help;
    C. Send at least two responsible students to make contact with the District; or
    D. Wait for help.

9. Before leaving the driver's seat of an occupied bus or leaving an unoccupied bus, they shall first shut off the motor, curb the wheels (if applicable), set the brakes, and remove the ignition key.

10. No passenger shall be permitted to operate the school bus.

11. School bus drivers shall properly wear a seat belt whenever the bus is in motion.

12. If a student must cross a roadway to back a bus or to return home after exiting, the driver shall require the student to cross 12 feet in front of the bus in accordance with the state loading and unloading training curriculum. The driver should signal this with eye contact and by giving one wave with an open palm and with their fingers together. The driver shall use a long steady blast of the horn to signal danger.

13. Drivers shall report the license number of any vehicle which violates any law endangering school children to their immediate supervisor.

Legal References	Description
FMCSA 382.105	Testing Procedures
IC § 33-1508	Operation of School Buses
IC § 33-1509	School Bus Drivers – Definition – Qualification – Duties
IC § 49-105	Definition - Drivers Licenses
IC § 49-648	Obedience to Signal Indicating Approach of Train or Other On-Track Equipment
IC § 49-649	Compliance with Stopping Requirement at All Railroad Grade Crossings
IDAPA 08.02.02.170	School Bus Drivers and Vehicle Operation

Other References	Description
Idaho State Department of Education	Idaho's School Bus Drivers Training - Behind the Wheel Curriculum
Idaho State Department of Education	Standards for Idaho School Buses and Operations
Idaho State Department of Education	Idaho's School Bus Driver Training - Classroom Curriculum