

## POLICY MANUAL

TITLE: School Bus Safety Program  
W. Va., Motor Vehicle Laws, Chapter 17C, Art. 16

The Superintendent of Schools and the Director of Transportation have been authorized to take appropriate action in the event of an emergency demanding procedures to insure the safety of the students and protection of Board properties.

All buses and other vehicles owned and operated by the Gilmer County Schools shall be safety inspected on a daily basis by the assigned driver and regularly by the Director of Transportation. In addition, all buses shall be available for the regular state inspection. Any defects noted by either the regular local or state inspection shall be remedied immediately.

All school bus operators, whether a regular or substitute bus operator, shall be instructed in first aid and shall hold at least a valid standard Red Cross First Aid Certificate. The training shall be completed within the first three months of employment.

Every bus operator is required to report promptly, on the appropriate form, to the Department of Motor Vehicles and the County Superintendent any school bus accident death, injury, or property damage in excess of \$100.

The Board of Education mandates that all buses must be equipped with an emergency kit for all extracurricular, athletic and band trips.