



**GEORGIA SPECIAL NEEDS
SCHOOL BUS
DRIVER SAFETY COMPETITION
MANUAL**

Conducted by

GAPT Safety Competition Committee

----- PROCEDURES AND GUIDELINES -----

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INTRODUCTION

The Pupil Transportation Safety Institute was the founder of the National Special Needs Team Safety Competition and believes transporting children with special needs poses unique challenges. The Competition is one way the staff and friends support drivers and monitors (attendants) who are committed to providing the safest possible transportation for children with special needs.

There are no losers in the Special Needs Team Safety Competition because it is focused on learning, not competition and every effort is made to provide contestants with hands-on opportunities to learn new safety procedures and become familiar with new safety equipment and materials.

The Special Needs Competition is a way to provide needed information, training, and support to drivers and attendants in a critically challenging area of pupil transportation. It improves special needs drivers and monitor's skills required to perform their daily task of transporting students with special needs.

There are three principals which make the special needs Competitions unique:

Principal 1

Competition oriented

The special needs competition is competitive; but learning is a secondary effect while you compete.

Principal 2

Teamwork

The special needs Competition stresses teamwork. The driver and attendant compete as a team instead of individuals. Teamwork is promoted by grouping the contestants and rotating groups through the events so that teams stick together over the course of the day. The teams have the chance to share ideas and experiences while they await their turn to compete. Their wait is enjoyable and gives them an opportunity to establish new friendships and connections. Each group will have "a group leader" assigned to them to guide them through each of the events and answer any questions or concerns during the day.

Principal 3

Fun

Learning information is much easier when you are having *fun*. The competition is down played and the teams have an opportunity to interact with other teams. Contestants are receptive to learn new tips and ideas about safely transporting children with special needs. Most will agree that more training and learning gets accomplished during a special needs Competition than in most formal training classes.

GENERAL INFORMATION

1. Entrance Requirements:

To qualify for competition a driver must hold:

- A valid Commercial Driver's License (CDL) with Passenger (P) and School Bus (S) endorsements.
- No preventable accidents (as defined by the National Safety Council Safe Driver Award Program).
 - Definition of a Preventable Accident: "An occurrence involving an employer owned or leased vehicle that results in an accident in which the driver in question failed to exercise every reasonable precaution to prevent it."
- Have competed in their local school district safety competition prior to the state safety competition (exception to this requirement is Special Needs drivers and monitors).
- A driver/monitor must enter the competition in the allotted time frame required when the registration window is opened.
- Driver must have driven a regularly scheduled full-time route to and from school since September 1st of the just completed school year.

Or

- Must be full-time substitute driver who drives different routes on a regularly scheduled basis since September 1st of the just completed school year.
- All drivers will adhere to all laws, regulations and rules that pertain to safe school bus operation in the State of Georgia unless otherwise directed in this manual or by competition officials for a specific event.
- Driver must not have received a moving violation citation within the previous year prior to the current state safety competition. Moving violation citations must have been dismissed or discharged prior to the start of the current state safety competition.
- No driver will be eligible to compete unless they meet the above criteria for District/State competition during the last year.

2. Buses will be provided by the Safety Competition Committee. Only these authorized buses will be driven in competition. **NO PERSONAL BUSES WILL BE ALLOWED.** Authorized buses in accordance with the current Georgia School Bus Specifications may include:



Type A
Small School Bus



Type B
Conventional Short Bus



Type C
Conventional

3. This manual is patterned after the National Special Needs School Bus Safety Competition and various State Safety Competitions. It is not intended that all safety competitions be conducted in the same manner, but it is designed to serve as a guide in the preparation of contestants for the State Safety competition.
4. Contest rules as detailed in this manual shall apply for the GAPT Special Needs Safety Competition. All competitors will be scored by the standards in this manual even though they may differ from rules and regulations that the driver normally operates.

5. Competition will take place in normal weather conditions. Exception to this is extreme or severe weather that is significantly different from the average or usual weather pattern creating unsafe conditions for drivers and monitors, judges, and the bus itself.
6. No changes will occur on the course set-up once competition starts. However, the safety competition committee chairperson may disqualify any event during competition and apply the point value equally to all contestants.
7. It is understood that students with disabilities are on the bus from the time the driver leaves the starting line and the driver must conduct themselves accordingly.
8. Drivers/monitors will be required to remain in the driver/monitor preparation area until called for competition.
9. No scores will be provided prior to the awards ceremony. No individual score sheets will be available at the close of the awards presentation.

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PROCEDURES

Drivers and monitors should carefully read and become thoroughly familiar with all the instructions and expectations found in this booklet. The driver and monitor will not be allowed to ask for directions or questions from the evaluators once the actual driving competition begins at the starting line. Competitors will not be allowed to open the bus door or put their head out of bus window to ask questions.

REGISTRATION

1. It is suggested that all contestants allow themselves ample time for travel, parking and registration, so as not to be eliminated from the competition for being late.
2. When registering, each driver will be required to show their driver's License which he/she is required to have on his/her person when operating a school bus.

INTEGRITY

3. Due to the fact that drivers and monitors will be in a common group area during the safety competition activities, they will be placed on their honor not to assist another contestant in any way. In the interest of fair play, drivers and monitors should not discuss the bus defects with each other or even spectators, as this could result in total **DISQUALIFICATION**.

ON THE COURSE

4. In case of mechanical failure during competition, stop immediately, signal judge by blowing horn and wait for instructions.
5. Grievances must be reported as soon as possible.
6. Ties within the top 10 competitors will be broken by comparing scores earned on the most difficult events.

DISQUALIFICATIONS

Any of the following may result in disqualification of a driver and/or monitor:

1. Any misconduct on the part of a participant or spectator such as the following:
 - Unprofessional behavior
 - Speeding and/or unsafe driving on the course
 - Use of drugs
 - Use of any alcohol during or immediately prior to the competition
2. In all driving events, the bus doors must be kept closed unless rules and regulations of the safety competition event require that they be opened (i.e. railroad crossing and elementary student loading). If the bus door is opened during an event that does not require it, the driver will be **DISQUALIFIED** for that event. It shall be assumed that the driver has pupils on board and must drive accordingly.
3. Backing is prohibited unless required by the rules and regulations of the safety competition event (i.e. back up and parallel parking). If the bus is backed during an event that does not require it, the driver will be **DISQUALIFIED** for that event.
4. Seat belt must be properly worn in front and snugly fastened during the competition. A driver not wearing a seat belt will be **DISQUALIFIED**.

5. Any driver and/or monitor who knowingly accepts signals from spectators will be automatically DISQUALIFIED. No spectator will be allowed on driving course.
6. Failure to maintain proper driving position (i.e. firmly in the driver's seat, hands on the wheel, etc...)
7. The driver and monitor are not allowed to place their head out the window at any time during competition. It is expected that the driver uses the mirrors properly and when appropriate and solicit assistance from the monitor if needed.
8. Mirrors can only be adjusted within the recommended mirror box standards and not adjusted to just see the ground.
9. No smoking, eating or drinking beverages will be allowed during the driving or hands-on competition.
10. No communication devices of any type will be allowed on the bus during competition or be operated while driving on the course (i.e. AM-FM Radio, Disk Player, 2-way Radio, CB, Cell Phone, Bluetooth Device(s), Blackberries, etc...)

The Safety Competition Special Needs Committee Member(s) will make the final determination on any disqualification.

SUMMARY OF POSSIBLE POINTS PER EVENT

- | | |
|--------------------------------|------------|
| 1. Driver Written Examination | 100 Points |
| 2. Monitor Written Examination | 100 Points |

Course Driving Events:

- | | |
|------------------------------------|-----------|
| 3. Forward Serpentine | 50 Points |
| 4. Railroad Crossing and Clearance | 75 Points |
| 5. Back Up (Alley Dock) | 50 Points |

Hands on Application Events:

- | | |
|--|------------|
| 1. Physical and Verbal School Bus Inspection | 108 Points |
| 2. Managing Challenging Student Behavior | 100 Points |
| 3. Wheelchair Loading | 140 Points |
| 4. Wheelchair Securement | 112 Points |
| 5. Child Safety Restraint System (CSRS) Securement | 120 Points |
| 6. Special Needs Evacuation | 100 Points |

TOTAL POSSIBLE POINTS: **1,055**

The Georgia Association for Pupil Transportation (GAPT) School Bus Driver Safety Competition Committee will utilize all of the events listed in this manual in any sequence.

Each of the following sections includes the title of the event, the purpose of the event, a description of activity or skill to be performed, special instructions, scoring and judging procedures.

The better the drivers and monitors understand this information the more successful they are likely to be in the competition.

The sequence of events in this publication is not necessarily listed in the same order that will be followed in actual competition nor the same sequence used at the national level.

Driving Events:

Driver should adjust seat, mirrors, and become familiar with equipment before starting course. The driver seat belt will be worn at all times during competition. Driver will be disqualified if seat belt is not worn or if shoulder strap of the seat belt is placed behind the driver.

Monitors will assist the bus driver, with the safety, movement, management and care of the students with disabilities boarding, leaving or being transported while on the school bus. The monitor will seat themselves in an area on the school bus that allows observation of all students with disabilities at all times and ensure all school bus safety rules are being adhered to.

Hands on Application Events:

Managing Challenging Student Behavior. Drivers and monitors will be faced with “challenging student passengers” while bus is in motion or stationary. The team will be graded on how effectively they handle students who may have unique needs during transit. Drivers and monitors will refer to the student profiles in this booklet so they are knowledgeable regarding their special needs.

Special Needs School Bus Pre-Check. A pre-check inspection is conducted by both the driver and monitor and can be done together or individually. All checks must be verbalized as well as touching or pointing to specific pre-check items. If the evaluator does not hear the driver or monitor verbalize the specific pre-check item or does not see it touched or pointed to it will be considered by the evaluator that the particular checked area never happened.

Wheelchair Pre-Loading, Loading, Operation of the lift and Securement.

This event focuses on pre-loading, loading and securement of a wheelchair. Drivers and monitors may overlook things that could cause student injury. Drivers and monitors, pre-load, operation of the lift while loading and secure a wheelchair with a student on board. They are judged on all safety facets such as inspection of the wheelchair before loading, making sure a hand is on the wheelchair at all times when the chair is on the lift, setting wheelchair brakes on the lift, sensitivity towards the student, checking for head clearance before moving wheelchair and student through the lift door, selection of proper securement points on the wheelchair, adequate tightening of wheelchair securement straps; proper angles of the securement straps and sensitivity toward the student.

Child Safety Restraint System (CSRS) Securement. The driver and monitor must ensure proper selection, and placement and securement of a CSRS device on the school bus. A student training doll. The CSRS device must meet the FMVSS be installed and secured as per best practice by the National Highway Transportation Safety Administration (NHTSA). Driver and monitor must place the student training doll properly in the CSRS and adhere to all safety considerations of such placement.

Special Needs Bus Evacuation. During this event the driver and attendant are presented with an emergency scenario while on the bus. The bus will be staffed by volunteers acting as students with specific disabilities. The team will be graded on their effective response to the emergency, including whether they select the “best exit,” whether they move students far enough away from the bus, and how quickly they are able to safely evacuate all of the students from the bus. The driver and attendant will be read the scenario and timed by a stop watch for their hands on response.

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1. WRITTEN EXAMINATION

MAXIMUM SCORE 100 POINTS

PURPOSE OF EVENT: There are many laws, rules and regulations with which a school bus driver and monitor must become thoroughly familiar and they must be faithfully observed. These laws, rules and regulations were established as a result of years of study and experience. Drivers and monitors are encouraged to study from the following materials:

- Current Georgia Commercial Driver's License (CDL) Manual
<https://dds.georgia.gov/dds-forms-and-manuals/manuals>
- GADoE School Bus Driver Training Manual
<https://www.gadoe.org/Finance-and-Business-Operations/Pupil-Transportation/Pages/Training-Manual.aspx>
- Georgia School Bus Specifications Manual
https://www.gadoe.org/Finance-and-Business-Operations/Pupil-Transportation/Documents/2019_School_Bus_Specifications_Approved.pdf
- American Red Cross First Aid Manual
<http://www2.umf.maine.edu/frc/wp-content/uploads/sites/100/2019/07/First-Aid-CPR-AED-Participants-Manual.pdf>
- National School Transportation Specification and Procedures
<https://www.schoolbusfleet.com/whitepaper/92/national-school-transportation-specifications-and-procedures>
- Georgia Traffic Law Motor Vehicle Code Title Code 40
<https://advance.lexis.com/container?config=00JAAzZDgzNzU2ZC05MDA0LTRmMDItYjkzMS0xOGY3MjE3OWNIODIKAFBvZENhdGFsb2fclFJnJ2IC8XZi1AYM4Ne&crd=86db4da2-fc69-49be-8426-e226b1f48551>
- Pre/Post Trip Inspection of a school bus

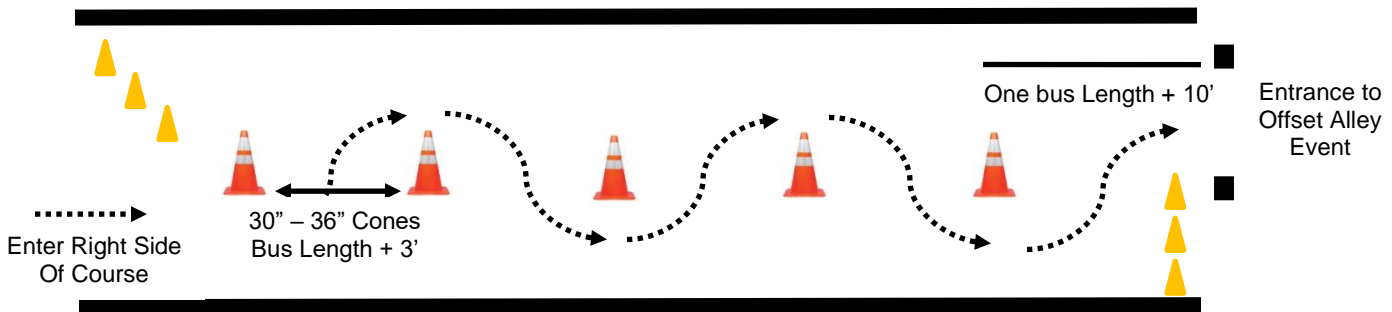
Questions will be derived from information that is general knowledge to an experienced driver and monitor. Any questions referring to traffic laws will comply with the Georgia Traffic Law Motor Vehicle Code. The purpose of this event is to determine the extent of the driver and monitor's familiarity and knowledge of the important rules and regulations necessary to operate a special needs school bus.

This event will be a 50 question event with a 30-minute time limit.

2. FORWARD SERPENTINE

EQUIPMENT:

Five (5) 30" – 36" cones
Six (6) 12" cones



Distance between 30 – 36 inch cones:

- One Bus Length plus 3 feet

Special Note: From last 30-36-inch cone, distance to entrance of Offset Alley Event must be one bus length plus 10 feet.

MAXIMUM SCORE: 50 POINTS

PURPOSE OF EVENT: This event is designed to determine the driver's ability to steer a school bus within close limits.

INSTRUCTIONS: Bus must pass through the 30"-36" cones alternately to the right of the first, the left of the second, etc... Bus must be operated in continuous forward motion at all times during the event.

SCORING: Demerits will be given for stopping or backing during the event, bumping, scraping or knocking over a cone. The driver will receive no points if he/she does not follow instructions or passes up the event.

FORWARD SERPENTINE

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Circle each instance of stopping during event:

(10) (10) (10) (10) (10) (maximum of 50 Demerits) _____

Circle each instance where bus touches cone:

(10) (10) (10) (10) (10) (maximum of 50 Demerits) _____

Failure to:

Drive with the headlights on 50 Demerits _____

Wear seat belt properly 50 Demerits _____

Keep door closed during event 50 Demerits _____

Complete event 50 Demerits _____

Backed up during event 50 Demerits _____

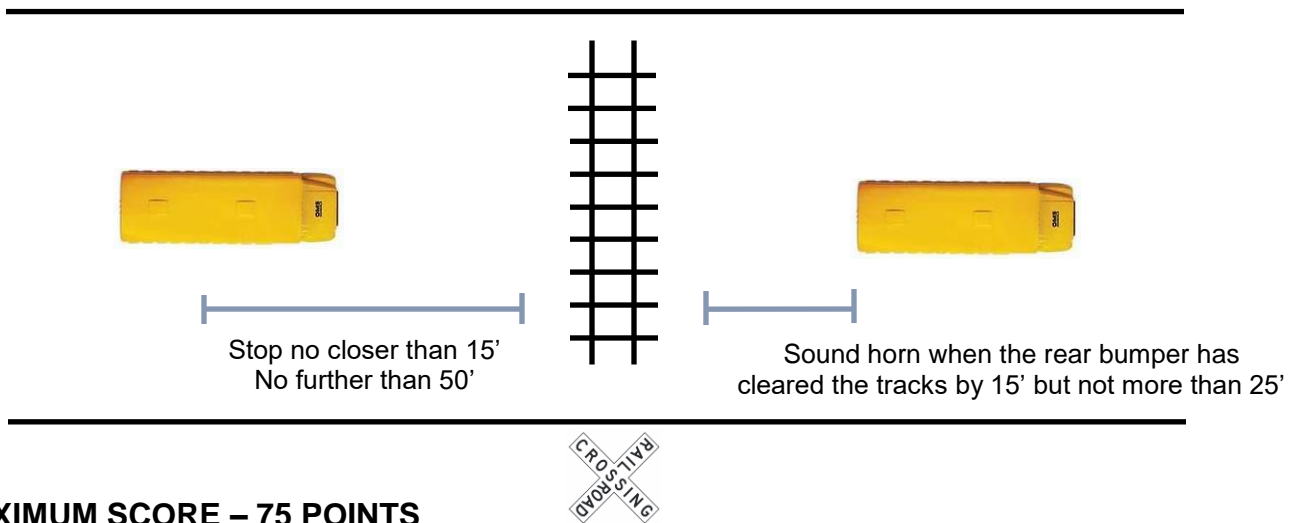
TOTAL DEMERITS (Not to Exceed 50 demerits): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

3. RAILROAD CROSSING AND CLEARANCE

EQUIPMENT:

Railroad Crossing Sign(s)
Simulated Railroad Crossing (painted, tape, or actual)



MAXIMUM SCORE – 75 POINTS

PURPOSE OF EVENT: The railroad crossing represents one of the greatest hazards insofar as mass casualties or fatalities are concerned. This event evaluates the driver's degree of care and knowledge of the laws, rules and regulations when required to operate a school bus across railroad tracks. This event evaluates the driver's ability to determine the clearance of the tracks with the back of the vehicle.

INSTRUCTIONS: A simulated railroad crossing is laid out as follows:

- A two lane roadway crossing, one parallel set of tracks.
- Railroad crossing signs properly positioned to the right side of the roadway.

SCORING: Drivers are judged from the time they approach the crossing until they reach the other side of the crossing. They will be checked on the use of directional signals and mirrors, stopping the bus, opening the door and window, checking the tracks, driving across the railroad tracks, etc...

Recommended procedures are outlined in "GADoE Unit 9 Lesson" and "Georgia DDS Commercial Driver Manual" which will be used for the basis of scoring. After the driver has crossed the railroad tracks they will sound the horn when ready to be judged for proper rear bumper clearance from the tracks by 15 – 25 feet. After scoring the judge will signal the driver to advance to the next event.

RAILROAD CROSSING AND CLEARANCE

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 75 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Failed to activate hazards upon approach to tracks 10 Demerits _____

Failed to check left outside mirror on approach 5 Demerits _____

Failed to check right outside mirror on approach 5 Demerits _____

Failed to check inside mirror on approach 5 Demerits _____

Failed to stop between 15 and 50 feet from the nearest rail 25 Demerits _____

Failed to open door once stopped at tracks 10 Demerits _____

Failed to open window, shut off all noise making devices 10 Demerits _____

Failed to check left outside mirror before crossing tracks 5 Demerits _____

Failed to check right outside mirror before crossing tracks 5 Demerits _____

Failed to check inside mirror before crossing tracks 5 Demerits _____

Failed to close door before crossing tracks 75 Demerits _____

Failed to clear back of bus at least 15 feet from the nearest rail after crossing but not more than 25 feet. 25 Demerits _____

Failed to cancel hazards signals after clearing tracks 5 Demerits _____

Failure to:
Drive with the headlights on 50 Demerits _____

Wear seat belt properly 50 Demerits _____

Keep door closed during event 50 Demerits _____

Complete event 50 Demerits _____

Backed up during event 50 Demerits _____

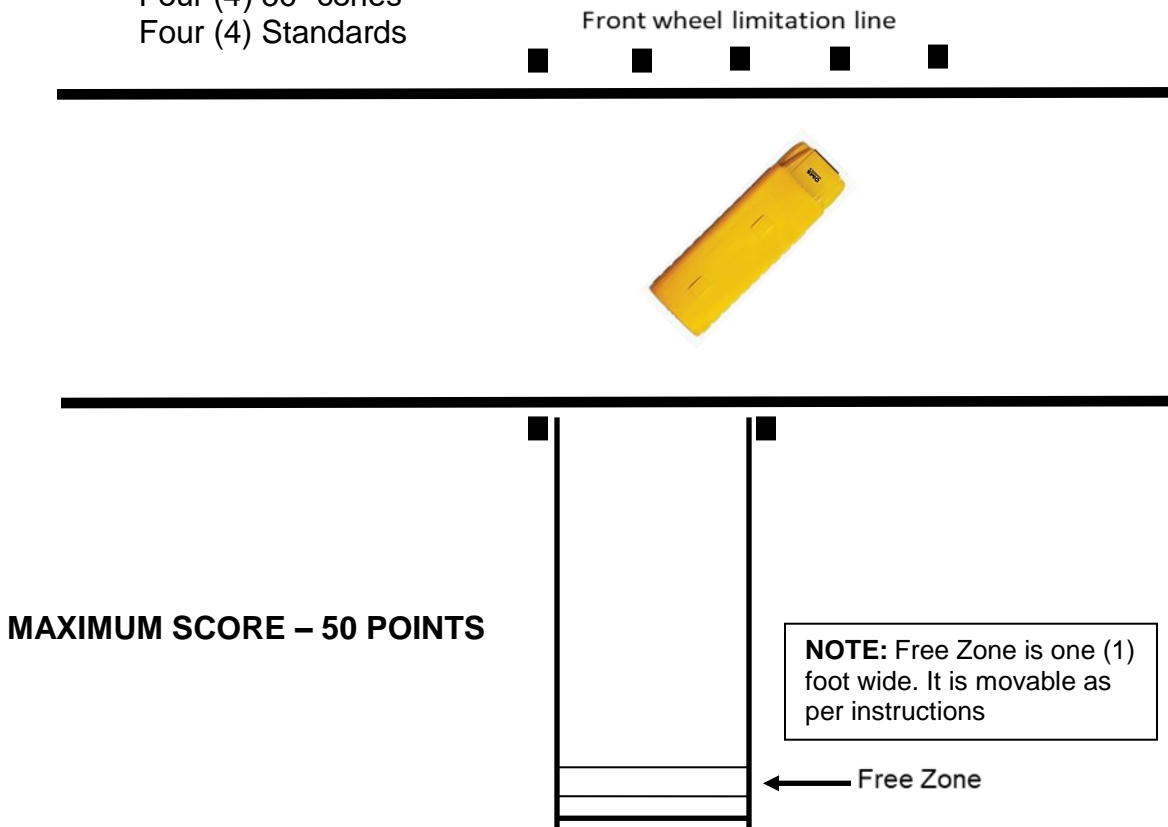
TOTAL DEMERITS (Not to Exceed 75 demerits): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

4. BACK UP (Alley Dock)

EQUIPMENT:

- Duct Tape
- Five (5) 18" cones
- Four (4) 36" cones
- Four (4) Standards



PURPOSE OF EVENT: This event is designed to evaluate the driver's ability to back the bus into a stall. A stall the width of the bus plus two (2) feet is provided into which the driver must back their bus without touching the upright standards and without crossing over the stall limit marker lines. Depth perception is tested by penalizing the driver for backing too close to the rear barrier, or parking the bus too far from the rear barrier, or not having the bus centered in the stall.

INSTRUCTIONS: Two (2) parallel markings on the ground the width of the bus plus two (2) feet identify each stall. Each front corner of the stall will be marked by upright standards. In order to limit the driver's maneuvering room, a front wheel limitation line will be placed on the ground perpendicular to the stall parallel marker lines. The distance from the front stall standards to the wheel limitation line will be as follows:

- Transit – Length of bus plus 1'
- Conventional – Length of bus plus 4'
- Van-type bus – Length of bus plus 6'

5. BACK UP (Alley Dock) CONTINUED

INSTRUCTIONS: The approach to the backup stall will be made from the right side ONLY. The bus must be parked in the stall, parking brake set, and the horn sounded when ready to be judged. Each driver will be permitted one backup before demerits are charged for additional backups. There will be a one (1) foot free zone, four (4) to five (5) feet in front of the rear barriers in the center of the stall. After the bus is measured, the driver will exit the stall between the upright standards.

SCORING: Demerits will be charged if the bus is parked in front of or behind the free zone. Demerits will be charged if front wheels touch limitation line, any portion of the bus touches the stall sidelines, upright standards or driver fails to park bus and sound horn.

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BACK UP (Alley Dock)

SCORE SHEET

DRIVER NUMBER: _____

MAXIMUM SCORE: 50 POINTS

TOTAL DEMERITS: _____

SCORE EARNED: _____

Tire touches wheel limitation line 50 Demerits _____

Bus touches the front upright standard(s) 50 Demerits _____

Tire touches stall sidelines 50 Demerits _____

Failed to park bus and sound horn 50 Demerits _____

Circle each instance of forward motion after the first backup
(Not including exiting the event)

(0) (25) (25) (maximum of 50 Demerits) _____

Bus parked more than 1" off the center line,
(Two [2] demerits for each infraction thereof)

(2) (4) (6) (8) (10) (12) (14) (maximum of 14 Demerits) _____

Bus parked in front of the one (1) foot free zone:
(Five [5] demerits for each 6" or infraction thereof)

(5) (10) (15) (20) (25) (30) (35) (40) (45) (50) (maximum of 50 Demerits) _____

Bus parked behind the one (1) foot free zone:
(Ten [10] demerits for each 6" or infraction thereof)

(10) (20) (30) (40) (50) (maximum of 50 Demerits) _____

Bus extends into or over rear barrier 50 Demerits _____

Failure to:

Drive with the headlights on 50 Demerits _____

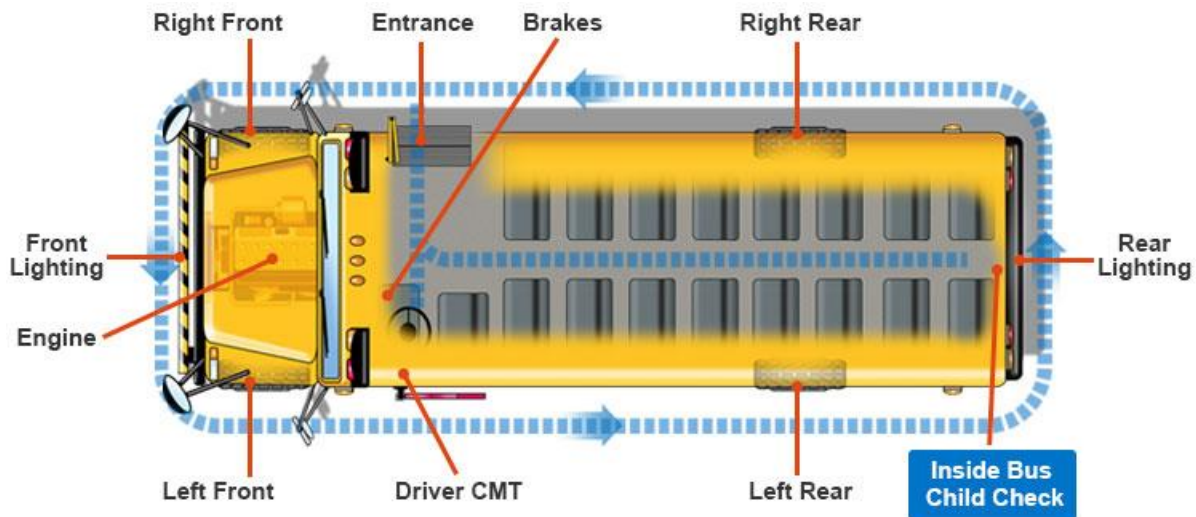
Wear seat belt properly 50 Demerits _____

Complete event 50 Demerits _____

TOTAL DEMERITS (Not to Exceed 50 demerits): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

5. PHYSICAL AND VERBAL VEHICLE INSPECTION



MAXIMUM SCORE – 70 POINTS

PURPOSE OF EVENT: A school bus driver is required to make a daily inspection of his or her bus before transporting pupils. A school bus found to be unsafe shall not be used for the transportation of pupils until such defects are corrected. Each inspection should be planned and conducted in a systematic and logical manner to assure that all defects are noted. The purpose of this event is to evaluate the driver's efficiency of conducting such an inspection.

INSTRUCTIONS: THIS EVENT IS DIVIDED INTO TWO CATEGORIES.

1. An evaluation in a systematic manner.
2. To evaluate driver and monitor's ability to make a complete physical inspection of the general interior and/or exterior of the bus. Interior includes but not limited to: general condition of bus interior, all glass, seats, first aid kit, mirrors, horn, all gauges and instrumentation, windshield wipers, all brakes, all lights, all emergency exits, entrance door. Exterior includes but not limited to: general condition of bus exterior, all tires and air. HOOD IS NOT TO BE OPENED.

A time of twelve (12) minutes will be allowed for each driver and monitor team. If any reasonable assistance is needed in checking the bus, the evaluator will assist in any way that does not violate the spirit of the event, as in checking the operation of the stop lights.

Driver and monitor will inform the evaluator verbally and touch or point or combination of both to the specific item they are pre-checking. If a deficiency exists they will tell the evaluator. Unless instructed otherwise, the vehicle is not to be started.

Evaluator will place a check in every box that the driver and monitor verbalize and touch. One (1) point will be awarded for every checked box. An additional ten (10) points will be awarded if the inspection is conducted in twelve (12) minutes or less.

PHYSICAL AND VERBAL VEHICLE INSPECTION REQUIREMENTS

The team may perform the pre-check together or individually. If the team splits up, a judge will go with each team member. All checks must be verbalized as well as touched or pointed to. Judges should say clearly to the team, "If I don't hear it, you didn't check it."

ITEM	OBSERVATIONS
Lights and Signals	All lights, signals, and flashers are to be operated and checked for proper function and cleanliness.
Reverse Beeper Alarm	Must be activated and checked.
Reflectors and reflective tape	External reflectors and reflective tape must be pointed out and checked.
Tires and wheels	Tires are inspected for tread wear, cuts, bulges, and inflation. Rims are checked for dents or cracks. Grease seals should indicate no leaks. Lug nuts must be grasped and checked for looseness.
Mud flaps	Must be pointed out.
Antenna	Must be pointed out.
Battery compartment	Compartment door must be opened to visually examine interior of compartment for unusual items, etc.
Exhaust, drive shaft, springs and shocks	Drive shaft and guards must be visually checked. Exhaust pipe, springs, and shocks must be pointed out for cracks, broken shackles and hangers, etc.
Mirrors	All mirror brackets must be physically checked, proper adjustment must be checked from the driver seat.
Hood	Latches must be pointed out and status checked.
Engine leaks	Before engine is started, area underneath bus is checked for signs of leaking fluids. Engine pressure leaks should be checked with engine running.
Body damage	Exterior of bus is visually checked for dents, scrapes, cracked glass, etc.
Fuel / DEF cap	Door must be opened and cap tested by hand.
Driver seat & belt	Driver must determine if seat is properly adjusted; seat belt must be latched and working properly.
Air brake Check–	<p>Air Brake Check is explained verbally and not conducted:</p> <ul style="list-style-type: none"> • Release air from pressure relief valve of air tank before shutting engine off. • Turn engine off • Turn ignition key to on position • Release Spring (Emergency) Brake • Conduct unapplied pressure test • Conduct applied pressure test • Conduct low air pressure light and alarm test • Conduct spring (emergency) brake activation test • Start Engine • Conduct 2nd low air pressure light and alarm test • Continue to build air pressure to normal operating range. Normal operating range will be reached when air is released from air tank.

PHYSICAL AND VERBAL VEHICLE INSPECTION REQUIREMENTS

ITEM	OBSERVATIONS
Spring (Emergency) Brake Hold Test	Spring (Emergency) Brake test is explained verbally and not conducted: <ul style="list-style-type: none"> • Shift lever into “drive” • Release spring (emergency) brake • Accelerate slightly • Bus should not move.
Service Brake Test	Service Brake test is explained verbally and not conducted: <ul style="list-style-type: none"> • Shift gear lever into “drive” • Release Spring Brake • Remove hands from steering wheel • Pull forward 15 feet • Apply pressure to service brake (Bus should stop smoothly and in a straight line without pulling to the left or right.
Handrail	Must be physically examined.
Switches, steering, horn	All switches, horn, wipers, and washers must be operated and checked for proper function. Steering wheel must be checked for excessive play or binding.
Gauges	All gauges must be identified and checked for proper status with engine running.
DOT sticker/ Insurance	Must be identified
Radio	Radio check must be simulated – i.e., calling base; radio operation is essential when transporting children with special needs.
Cleanliness	Cleanliness is important to the health of special needs students: floor, dash/driver area, trash cans must be inspected
Emergency exits	All emergency exits must be inspected and opened fully. Exit lights and buzzers must be checked. Roof hatches must be fully opened for egress, not just venting, and then properly closed and secured.
Seats	All passenger seats must be checked by pushing on the seat backs and pulling up on the seat cushions to see if they’re secured. All seat belts must be visually accessible.
Emergency equipment	Reflectors, first aid kit, body fluid kit, fire extinguisher (including charge status), seat belt cutter, and fire blanket must be checked. First aid kit and body fluid kit should be opened.
Lift door	Must inspect the lift door handle, hinges, latch, and securement device for proper operation.
Lift operation	Lift should be operated through entire cycle; roll stops and safety shut offs should be physically checked; status lights should be checked. Manual lift operation should be explained to judge – team may consult posted operating instructions.

PHYSICAL AND VERBAL VEHICLE INSPECTION REQUIREMENTS

ITEM	OBSERVATIONS
WC securement straps and occupant restraints	Team must determine that there is a full set of properly matched WC securement straps present for all wheelchair stations. Straps and mechanisms must be inspected for wear and function. Team must determine that suitable WC occupant restraints are present and in good condition for all wheelchair stations.
Time	Maximum points are awarded for any time less than 12 minutes. All times must be noted as a possible tie-breaker.
Scoring	Each checked block is worth 2 points. A competitor can receive a maximum score of 108 points.

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PHYSICAL AND VERBAL VEHICLE INSPECTION LIST

Exterior

- Clearance (Marker) / Identification Lights
- Headlights – Low Beam/High Beam
- Student Lights – Amber/Red
- Lights (Strobe, Rear Running, License Plate, etc...)
- Stop Arm Light
- Turn Signals
- 4-Way Hazard Lights
- Brake Lights
- Reverse Lights
- Reverse Alarm Beeper
- Reflectors, Reflective Tape
- Exhaust Pipe Intake
- Drive Shaft Guards
- Leaf Springs (Visual)
- Shocks (Visual)
- Mud Flaps (if present)
- Antenna (if present)
- Battery Compartment
- Mirrors (Secured/Adjusted)
- Hood Latched
- Static Vehicle Leaks
- Engine Leaks
- Body Damage
- Tires (proper PSI, Tread Depth, Condition of Sidewalls, Bead properly seated to Rim, Valve Stem, Lug nuts tight, etc...)
- Hub Oil Seals Not Leaking (Front Tires)
- Axle Oil Seals Not Leaking (Rear Tires)
- Fuel/DEF Tank Caps secured
- WC Lift Operation (Checked platform, safety shut-off, warning lights, manual operation)

Interior

- All switches, controls, and gauges
- Registration / Insurance
- Spring (Emergency) Brake Test
- Service Brake Test
- Dome Lights
- Step Well Light
- Handrail
- Wipers and Windshield washer fluid
- Horn
- Driver Seat Belt and Shoulder Harness
- Seat Belt Cutter
- 2-Way Radio is on
- First Aid Kit
- Body Fluid Kit
- Fire Extinguisher (Pin in place, seal around pin in place, tag in place and current inspection year)
- Steering Wheel Play
- Driver Seat Adjustment
- Cleanliness
- Fire Evacuation Blanket
- Emergency Exits (windows, rear door, roof hatches)
- Seat Belt Cutter
- Seat Belts Functional and accessible
- Seat Cushions are fastened
- Mirrors Adjusted
- WC Securement Straps present and serviceable
- WC Passenger Restraints present and serviceable

Record Time: _____ **Minutes** _____ **Seconds**

Total Demerits (Not to exceed 108 demerits): _____

Managing Scorekeeper Signature: _____

Evaluators will be the “students” who will be assigned a particular disability (see page 21-22). The driver and/or monitor will have to manage these particular behaviors while on the driving course and bus evacuation events. When the course is complete the “students” will discuss the driver and monitor’s performance.

ITEM	OBSERVATIONS
Scoring	“Students” will fill out the score sheet immediately following the completion of the driving course
Loading & Unloading	Proper GADoE school bus stop requirements must be demonstrated: <ul style="list-style-type: none"> • Use of Amber and Red Student Lights • Check stop arm and crossing gate deployed • Set parking brake • Place school bus gear select lever in “neutral” position
Greet Students	The driver and/or monitor should warmly interact with students throughout event. The initial interaction with students can set the tone for the bus ride. Smiling, showing interest in the student, friendliness and patience are important when student first board bus.
Bus Rules Explained	The driver and/or monitor must explain in a clear, logical, convincing and friendly manner what the expectations are for riding the bus.
Separate Students as appropriate	Driver and/or monitor should attempt to separate misbehaving students by changing seats or switching seat companions.
Front & Rear Seats	Driver and/or Monitor try to keep students from the rear and front seats (if possible) of the bus by diverting their attention (i.e. engaging in conversation, giving them a job to help with, etc...) repeating safety rules or other non-physical methods.
Enforce Rules	Driver and/or monitor should try to enforce the rules by stating achievable, realistic consequences that would normally be within the authority of a driver or monitor.
Use of Positive Language	Positive language may improve communication with the students. Negative phrases, sarcasm, belittling terms, scare tactics, etc...should be avoided.
Unsafe Action	Driver and/or monitor should quickly intervene if students engage in any unsafe action
Selective Ignoring	Driver and/or monitor must try to avoid getting caught in a “conflict spiral” with emotionally disturbed students who may enjoy provoking adult anger.
Maintain Self Control	Both driver and monitor must maintain self-control at all times, verbally as well as physically, avoiding expressions of anger, dislike, unrealistic threats, or physical confrontations.
Communication and Support	Driver and monitor should maintain communication with each other during the bus ride. Driver should try to be aware of what the bus monitor is involved in, but cannot become distracted from driving. If a serious incident is developing and the monitor needs the driver’s help, the driver should stop the bus in a safe location.

Managing Challenging Student Behavior

Student Disability Descriptions:

NOTE: The following students will be aboard your school bus during the **Managing Challenging Student Behavior** Event. You will need to familiarize yourself with these students and their specific challenges

Jorge Is 15 years old student with Bi-Polar I Disorder. Jorge goes through period of calm depressiveness and other times can become very aggressive with other students. Jorge also suffers from Arachnophobia.

Jazmin is 15 years old and is legally blind. Jazmin can hear and understand verbal communication with others. Jazmin does not have a mobility aid and needs the assistance of others to lead her.

John is 16 years old and was diagnosed with Misophonia or Hyperacusis disorder. John can get very angry or stressed and create anxiety. He is very sensitive to any kind of sound and will usually cover his ears and/or tuck his head between his legs and will refuse to move until he feels all noises have gone.

Sara is 17 years old with an Asthma disorder. When Sara is scared or when she panics it could easily trigger an asthma attack and requires close attention. Her breathing will become shallow and requires oxygen or an inhaler. Sara is always transported with both an inhaler and oxygen tank.

Managing Challenging Student Behavior

Possible Score: 100 Points

Place check mark for every item adequately observed.

LOADING

- Taped service brakes and turned on student 8-way lights (ambers/reds)
- Set Spring (Emergency) Brake
- Attendant disembarked to supervise students approaching bus
- Greeted students in a positive manner to establish rapport
- Explained bus rules to students in a friendly but firm manner

IN BUS BEHAVIOR

- Attempted to keep misbehaving students apart
- Attempted to keep students out of rear and front seats
- Attempted to reasonably enforce stated rules
- Monitor attempted to sit behind students
- Attempted to ignore and extinguish minor irritating behaviors
- Attempted to engage students in distracting discussions and/or activities
- Used positive language to establish communication with students
- Intervened appropriately to stop unsafe student actions
- Driver and monitor maintained verbal self-control at all times and avoid unnecessary physical confrontations.
- Driver and monitor maintained verbal communication and mutual support throughout the bus ride

UNLOADING

- Set Spring (Emergency) Brake when loading/unloading students
- Used student 8-way lights properly when loading/unloading students
- Instructed students in proper unloading behaviors before releasing them
- Driver or monitor disembarked to supervise students as they get off bus
- Driver and monitor said goodbye to students in a positive fashion regardless of what had transpired

Five (5) points will be awarded per checked box mark.

Checked boxes (out of 100 points): _____

Total Score (out of 100 points): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

WHEELCHAIR LOADING

Timing begins when the driver taps brakes and activates amber 8-way student lights and stops when the lift door is closed and secured and the wheelchair is in position to be secured. Maximum points are awarded for any time 5 minutes or less. All times must be noted as a possible tie-breaker.

ITEM	OBSERVATIONS
Activate 8-Way Student Lights	Driver must tap brakes then activate amber 8-way student lights approximately 200 feet from student stop. When fully stopped driver must activate red 8-way student lights. NOTE: These actions will be verbalized.
Check Mirrors (1 st Check)	Driver must check mirrors to look for approaching traffic prior to student stop. NOTE: This action will be verbalized.
Sets Spring (Emergency) Brake	Driver must set spring brake prior to opening lift door to load student. During this event the spring brake must be set and must hold. The evaluator will verify spring brake has been set.
Check Mirrors (2 nd check)	Driver must check mirrors to ensure all approaching traffic has stopped prior to opening doors. NOTE: This action will be verbalized.
Wheelchair Inspection	Wheelchair will be checked for defects that will prevent it from being transported by school bus. Defects include but not limited to: no postural belt, defective brakes, broken or loose spokes, missing footrests, seat and backrest that are ripped, torn, has holes or other damage that could lead to failure, loose fasteners, pneumatic tires not properly inflated, hand grips worn or missing, etc... NOTE: This action will be verbalized.
Lift Zone is Cleared	Before lift is deployed/lowered, driver or monitor must inspect the lift zone for adequate clearance and hazards. NOTE: This action will be verbalized. <ul style="list-style-type: none"> • No obstacles • No personnel around area • Level ground
Open and secure lift door	Driver or monitor must open and secure the lift door with chain or latch. Either the driver or monitor must remain on the bus (decision is up to the team)
Check Safety Lip on Lift Platform	Driver or Monitor will check functionality of safety lip of lift as it is lowered and raised.
Provide Greeting	Driver or monitor warmly greets student at stop
Student placement on lift	Driver or monitor will place student in the center of the platform on the lift. Student placement is so student is facing outward.
Wheelchair Preparation	Driver or monitor will set wheelchair brake(s). Ensure wheelchair brake(s) hold and that lift is clear of other individuals prior to lifting. Driver or monitor will not ride the lift with the student.
Student Preparation	Driver or monitor will ensure that student keep hands and arms in their lap and will continue to monitor the position of the student's extremities until student is off lift. Driver or monitor will use sensitivity while performing this task.
Raising Lift Platform (Positive Control)	Driver or monitor while lifting wheelchair will have positive physical control of wheelchair at all times. Driver or monitor must supervise student at all times while lift is being raised. NOTE: Any single momentary lapse results in points off. Wheelchair must be physically handed off from team member outside of bus to team member inside of bus.

WHEELCHAIR LOADING (Continued)

ITEM	OBSERVATIONS
Check Head Clearance	Driver or monitor must demonstrate (i.e. hold hand over head) and verbalize checking head clearance to avoid bumping student's head on door opening.
Sensitivity toward Student	Driver or monitor must communicate and exhibit sensitivity toward student at all times by respecting their space, and treating them as a person. Student must be informed of what is happening during the loading/unloading process.
Stowing of Lift	Wheelchair is removed off the lift and maneuvered to the wheelchair securement position on the bus. Driver or monitor will complete the process of stowing the lift.

Verbal/Physical Performance Requirements:

Driver and/or monitor, must verbalize, physically perform or both when the task(s) requires it.

Example: If the driver or monitor do not verbalize what they are going to do before they do it, they do not receive the verbal point value. If they verbalize it, but do not perform it, they do not receive the performance point value.

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Wheelchair Loading

Possible Score: 140 Points

Place check mark for every item adequately inspected. Use a stop watch to record total time for event. All times must be noted as a possible tie-breaker. Possible score is 132 points. Four (4) points will be awarded per checked box. Add eight (8) points if time is five (5) minutes or less.

Performance Verbal

- | | | | |
|--|--------------------------|--|--|
| | | PREPARATION: | |
| | <input type="checkbox"/> | Verbalized tapped service brakes and turned on student 8-way lights (ambers/reds) | |
| | <input type="checkbox"/> | Verbalized setting Spring (Emergency) Brake | |
| | <input type="checkbox"/> | Verbalized checking mirrors to ensure traffic is stopped | |
| | <input type="checkbox"/> | Verbalized checking for adequate clearance in lift zone, prior to activation of lift | |
| <input type="checkbox"/> | | Open and secured lift door | |
| <input type="checkbox"/> | <input type="checkbox"/> | Ensured safety roll stops on lift platform worked properly when deployed and lowered | |
| SENSITIVITY AND AWARENESS | | | |
| | <input type="checkbox"/> | Greets and introduces self to student promptly and in a positive manner | |
| <input type="checkbox"/> | <input type="checkbox"/> | Checked student postural belt | |
| <input type="checkbox"/> | <input type="checkbox"/> | Inspected wheelchair for transport | |
| | <input type="checkbox"/> | Reminded student to keep hands and arms in lap | |
| WHEELCHAIR LOADING ON LIFT PLATFORM | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | Checked lift rear roll stop safety plate | |
| <input type="checkbox"/> | <input type="checkbox"/> | Placed student on lift facing outward from bus, in proper position on platform | |
| <input type="checkbox"/> | | Set wheelchair brake(s) promptly after placing wheelchair on lift | |
| <input type="checkbox"/> | | Secured lift safety strap (If equipped with one. Lift will not operate unless strap is in place) | |
| RAISING LIFT | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | Driver or monitor moved off lift before raising student | |
| <input type="checkbox"/> | | Driver or monitor grasped wheelchair and maintained positive control at all times | |
| | <input type="checkbox"/> | Informed student that lift was being raised | |
| <input type="checkbox"/> | <input type="checkbox"/> | Raised lift and checked front roll stop safety plate for proper operation | |
| <input type="checkbox"/> | <input type="checkbox"/> | Lift control is secured to door | |

(Continued on reverse)

Wheelchair Loading (Continued)

Possible Score: 140 Points

Place check mark for every item adequately inspected. Use a stop watch to record total time for event. All times must be noted as a possible tie-breaker. Possible score is 132 points. Four (4) points will be awarded per checked box. Add eight (8) points if time is five (5) minutes or less.

Performance **Verbal**

RAISING LIFT (continued)

Checked head clearance of student before rolling wheelchair into bus

Driver or monitor personally attended to student at all times while wheelchair is being lifted

WHEELCHAIR LOADING INTO BUS

Wheelchair is backed into bus, moved to securement station promptly, and brake(s) is/are set.

Lift is placed in stowed position, lift door closed and secured

Recorded Time - _____ Minutes _____ Seconds

Checked boxes (out of 132 points): _____

5:00 minutes or less (add 8 points): _____ **Total Score (out of 140 points):** _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

WHEELCHAIR SECUREMENT

Evaluator should confirm that the driver and monitor are ready to begin securement before starting the timed event. Timing starts with wheelchair in position after the loading event and ends when the driver and/or monitor states they are done. Maximum points are awarded for any time less than five (5) minutes. All times must be noted as a possible tie-breaker.

ITEM	OBSERVATIONS
Communication	Driver and/or monitor should warmly interact with student throughout event.
Wheelchair Securement Station	Place wheelchair between front and rear axle if available. If more than one securement station is available, wheelchair is not placed in rearmost station.
Wheelchair position	Wheelchair is placed in the center of the securement station
Floor Attachment Devices	Attachment devices are positioned that allows for adequate tightening and minimize strap contact with wheelchair components. Floor attachment points should be laterally symmetrical and free from debris.
Wheelchair Securement Points	Driver and/or monitor must attach tie-down straps at or near a welded joint as near as possible to the bottom of the seat on the main frame or approved attachment points on the wheelchair. Attachment straps cannot be attached to a removable or folding component of the wheelchair (i.e. wheels, footrest, etc...). Straps cannot be twisted or crossed and should not touch any wheelchair component between the floor and the securement point.
Wheelchair Brake(s)	Driver and/or monitor must release the wheelchair brake(s) prior to tightening securement straps to avoid an undetected securement problem.
Tie-Down Straps	Each strap must be tight enough to prohibit movement of the wheelchair no more than one inch, on the floor of the bus, with the wheelchair brake(s) released.
Occupant Restraints	Occupant restraints must be properly connected and adjusted as per the manufacturer's instructions. Shoulder belt should cross the student's collarbone, not the neck. Lap belt should be across the student's pelvic bone, not the stomach, and cannot be outside the wheelchair armrests. Both belts must be snug but not too tight.
Wheelchair Brake(s)	Driver or monitor must re-set wheelchair brake(s) when the securement is complete.

Verbal/Physical Performance Requirements:

Driver and/or monitor, must verbalize, physically perform or both when the task(s) requires it.

Example: If the driver or monitor do not verbalize what they are going to do before they do it, they do not receive the verbal point value. If they verbalize it, but do not perform it, they do not receive the performance point value.

Wheelchair Securement

Possible Score: 112 Points

Place check mark for every item adequately inspected. Use a stop watch to record total time for event. All times must be noted as a possible tie-breaker. Possible score is 112 points. Four (4) points will be awarded per checked box. Add four (4) points if time is five (5) minutes or less

Performance

Verbal

- | | |
|--|---|
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<input type="checkbox"/>
<input type="checkbox"/> | <p>GENERAL PROCEDURE</p> <p><input type="checkbox"/> Provided continuous communication and shows sensitivity towards student.</p> <p><input type="checkbox"/> Wheelchair not placed in rearmost position if other position is available.</p> <p><input type="checkbox"/> Centered wheelchair in securement station.</p> <p><input type="checkbox"/> Attached wheelchair securement devices into floor tracks.</p> <p><input type="checkbox"/> Attached occupant lap and shoulder restraint into wall track and appropriate floor securement device.</p>
<p>WHEELCHAIR SECUREMENT</p> <p><input type="checkbox"/> "S" hooks of straps, on wheelchair floor securement devices, were placed on appropriate locations of wheelchair frame or in approved attachment points.</p> <p><input type="checkbox"/> Left rear tie-down strap.</p> <p><input type="checkbox"/> Right rear tie-down strap.</p> <p><input type="checkbox"/> Left front tie-down strap.</p> <p><input type="checkbox"/> Right front tie-down strap.</p> <p><input type="checkbox"/> Wheelchair brakes were released prior to properly tightening the tie-down straps on wheelchair.</p> <p><input type="checkbox"/> All four (4) tie-down straps were tightened adequately.</p>
<p>OCCUPANT SECUREMENT</p> <p><input type="checkbox"/> Occupant lap and shoulder restraint were properly routed, attached and secured.</p> <p><input type="checkbox"/> Student informed of "shake" test prior to test being conducted</p> <p><input type="checkbox"/> "Shake test was conducted prior to setting wheelchair brake(s)</p> <p><input type="checkbox"/> Wheelchair brake(s) were set when securement was completed</p> |
|--|---|

Recorded Time - _____ Minutes _____ Seconds

Checked boxes (out of 112 points): _____

5:00 minutes or less (add 4 points): _____ **Total Score (out of 112 points):** _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

Child Safety Restraint System (CSRS) Securement

Evaluator will confirm that the driver and monitor are ready to begin securement before starting to time the event. Timing starts with the evaluator’s command “begin” and ends when the driver and/or monitor state they are finished. All times must be noted as a possible tie-breaker. Maximum points are awarded for any time less than ten (10) minutes. All times must be noted as a possible tie-breaker.

ITEM	OBSERVATIONS
CSRS Positioning	Driver or monitor must check CSRS labels to ensure compliance with Federal Motor Vehicle Safety Standards (FMVSS). CSRS must be in upright position. CSRS must fit fully on seat, and must be forward facing. CSRS must not be placed in a seat with an emergency exit window. CSRS must not be placed in the aisle position with an ambulatory child in the window position of the same seat.
Safety Seat	Bus lap belt must be properly routed through the CSRS as per the manufacturer’s instructions. The CSRS must fit tightly against the bus seat. Driver or monitor must check the tightness of the installation of the belt path. The CSRS is tight when the driver or monitor cannot move the seat forward or backward more than one inch or side to side more than one inch. The seat buckle must be forward of the belt path.
Secures Child in Seat	Harnesses must be buckled and used correctly. Harnesses must be threaded through the correct harness slot. Harnesses must be snug, and should not allow slack on the child’s body. The driver or monitor should test the snugness of the harness by trying to “pinch” the webbing together near the shoulder. The harness retainer clip must be connected and placed at armpit level.

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Judge #1: _____ Judge #2: _____ Team #: _____

Child Safety Restraint System (CSRS) Securement Possible Score: 120 Points

Place check mark for every item adequately inspected. Use a stop watch to record total time for event. All times must be noted as a possible tie-breaker. Possible score is 120 points. Ten (10) points will be awarded per checked box. Add ten (10) points if time is under ten (10) minutes or less.

CSRS INSTALLATION

- Checks and identifies label to be sure car seat is in compliance with FMVSS
- Chooses appropriate position/location for CSRS
- Checks that CSRS fits tightly and fully on the bus seat
- Bus lap belt (if applicable) is properly routed through CSRS
- Driver or monitor check tightness of installation at belt path
- CSRS does not move more than one inch forward, backward, or side to side
- Seatbelt buckle (if applicable) is forward of the belt path

OCCUPANT SECUREMENT

- Student meets the height/weight requirements of the CSRS
- The harnesses are buckled, used correctly and does not allow any slack on the child's Body
- Harnesses must be threaded through the correct harness slot
- The harness retainer clip must be connected and placed at armpit level

Recorded Time - _____ Minutes _____ Seconds

Checked boxes (out of 110 points): _____

10:00 minutes or less (add 10 points): _____

Total Score (out of 120 points): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

Emergency Evacuation

Maximum points are awarded for any time less than 2 minutes. All times must be noted as possible tie-breaker. Evaluator will pace off 100 feet before the event begins to provide a reference point distance from the bus. Driver and/or monitor will have to manage the challenging student behaviors that will be assigned to “student” participants. Driver and/or monitor must take students the full 100 feet distance to receive full credit in obtaining points.

ITEM	OBSERVATIONS
Radios in to Dispatch for Assistance	Driver/Monitor must give dispatch as much information as possible. It reduces reaction time for response to the scene. Trainer determines which level of information was given and chooses only one of three scores available. If information other than that required is given no additional points will be rewarded.
Driver/Monitor work as a Team	Driver/Monitor show consistent communication and coordination of effort. Both must discuss issues, assist each other, remind each other, etc... (no teamwork, no points)
Driver/Monitor instruct Students to evacuate the bus w/o assistance	Driver/Monitor will have an understanding of the student profiles to assist them in determining who can evacuate the bus w/o assistance. Failing to understand a student’s behavioral/medical condition can lead into mishandling of the students which will result in no points awarded.
Driver/Monitor provides assistance to Students who can evacuate the bus but cannot move away from the bus.	Driver/Monitor will assist those students who can scoot off the bus but cannot move away from the bus. Driver/monitor will assist student in moving 100 feet to a safe place away from the bus. Failing to do so will result in no points
Reassure/Calm Students	Driver/monitor will calm and reassure students verbally and physically when appropriate. How the driver/monitor communicates with the student will be considered based on the communication challenges mentioned in the student profiles. Example: A student may have difficulty focusing on the voice speaking to him/her when faced with confusion and sensory overload; driver/monitor will need to speak directly and with moderate volume as they communicate instructions.
Console Students	Driver/monitor will console those students whose profile state that they have sensitivity to light and sounds. Driver/monitor must state in the presence of the trainer that lights and sounds are bothering the students and must verbally and physically console/evacuate students. If the driver/monitor console/evacuate student w/o mentioning they are sensitive to light and sound, no points will be awarded.
Proper Communication	Driver/monitor must use visual aids, hand gestures, appropriate verbal and physical communication tools in communicating with students. The appropriate tool must be associated with the appropriate student condition. Fail to communicate properly results in no points awarded.

Emergency Evacuation (Continued)

ITEM	OBSERVATIONS
Physically Assists Students who cannot exit Bus on their own	Driver/monitor will physically assist students who are physically unable to exit the bus on their own or are blind. Driver/monitor will also physically assist those students who are confused and experiencing sensory overload and may become angry, unpredictable, oppose the evacuation or have a tendency to seek isolation. Such students may become a flight risk if not assisted or attended to properly.
Evacuate Students in Safety Restraint System	Driver/monitor will evacuate any student in a safety restraint system (car seat) if common sense dictates that doing so will reduce the amount of effort needed to control the student outside the bus.
Verbalize intentions and instructions throughout Evacuation	Driver/monitor will verbalize instructions for those students who are blind or have an emotional deficit. Those with emotional deficits may react with fear and refuse to move when becoming confused about what is happening around them.
Move Students 100 Feet from Bus	Driver/monitor must move all students a minimum of 100 feet from the bus to get credit for evacuation. Failure to do so result in no points awarded.

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Student Disability Descriptions:

NOTE: The following students will be aboard your school bus during the **Emergency Evacuation** Event. You will need to familiarize yourself with these students and their specific challenges.

Abishola is a 12-year-old who is served in an OHI class. She has no major issues intellectually, but due to her medical condition of muscular dystrophy she uses a walker as a mobility device to get around. While she is on the bus she sits in a bus seat.

Julian is a 10-year-old student who has been diagnosed with ADHD. Julian is very active who has a hard time remaining in his bus seat. He is transported in a seat belt. He is a student who has a behavior management plan on the bus. The monitor must document positive and negative behaviors during the bus route. Julian has been known to over-exaggerate and creates an unpredictable bus environment.

Demetri is a 13-year-old. He is a student with autism with good verbal abilities. He is in his first year in middle school and so far things have been a disaster. Socially, Thomas is overwhelmed and does not communicate with anyone at school or on the bus. Demiti is transported in a wheelchair.

Emergency Evacuation

Possible Score: 100 Points

Place check mark for every item adequately observed. Use a stop watch to record total time for event. All times must be noted as a possible tie-breaker. Possible score is 100 points.

Radios Dispatch (Choose only one of the following three options) _____pts

- Gives bus number (5 points)
- Gives bus number and location (10 points)
- Gives bus number, location and incident information (15 points)

Driver/Monitor work as a Team (5 Points) _____pts

Driver/Monitor instruct students to evacuate bus w/o assistance (5 Points) _____pts

Driver/Monitor provide assistance to students outside the bus to safe place (5 Points) _____pts

Driver/Monitor reassures students
(Choose only one of the following three options) _____pts

- Less than 3 times (0 points)
- Between 3-5 times (5 points)
- More than 5 times (10 points)

Driver/Monitor gets close to student(s) and speaks slowly at a moderate volume and directly to the student(s) as they communicate instructions (10pts) _____pts

Driver/Monitor uses gestures when talking to student(s) (5 Points) _____pts

Driver/Monitor calms-reassures student(s) according to their disability
(Choose only one of the following two options) _____pts

- Less than 3 attempts (0 points)
- Between 3-5 attempts (5 points)

Driver/Monitor physically assists students to evacuate the bus (10 Points) _____pts

Driver/Monitor evacuates students in safety restraint system (5 Points) _____pts

Driver/Monitor verbalizes what is happening to students all throughout the evacuation. (Choose only one of the following two options) _____pts

- Less than 2 times (0 points)
- 3 or more times (5 points)

Driver/Monitor physically assists students out of the bus (10 Points) _____pts

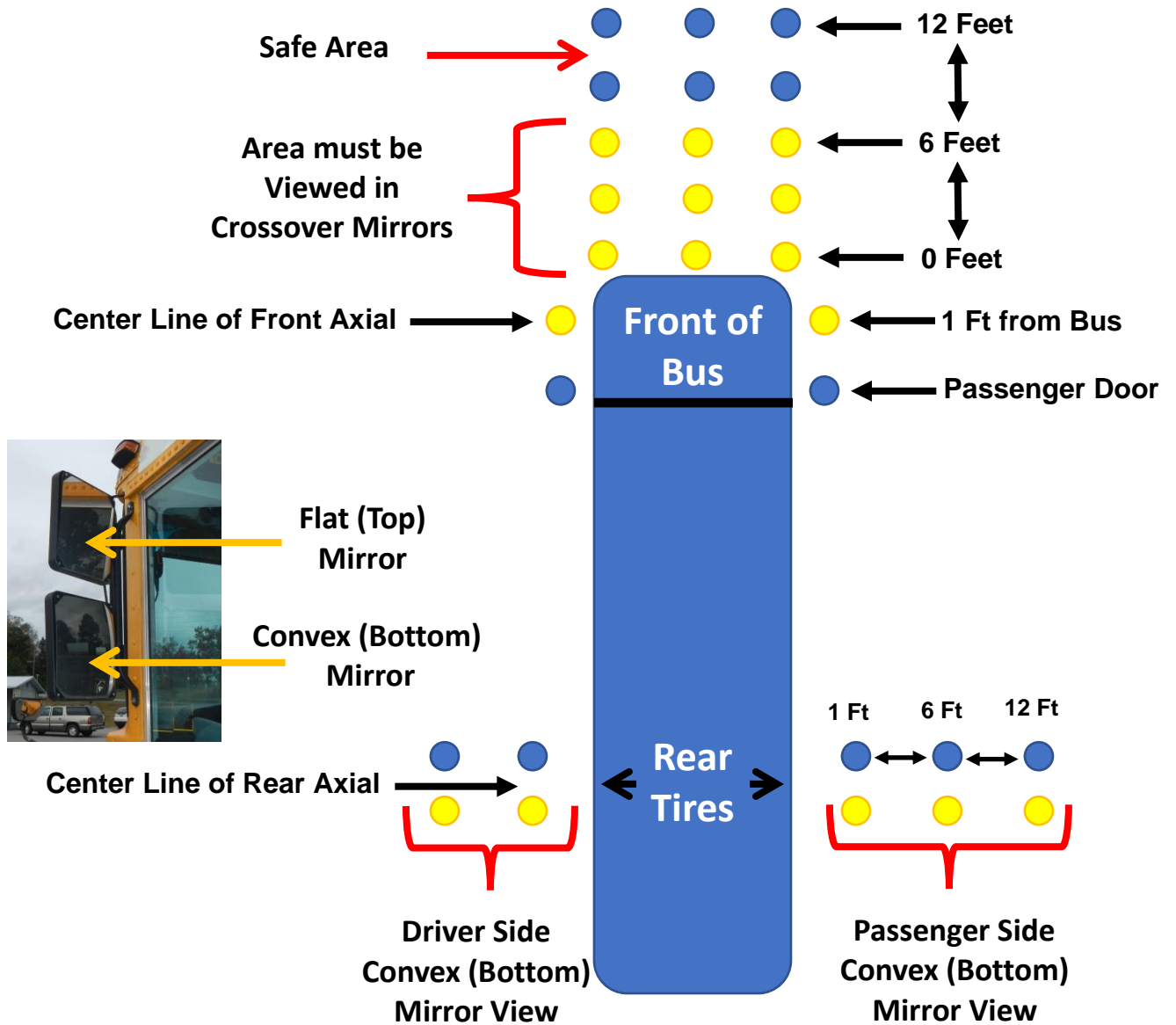
Driver/Monitor move all students minimally 100 feet to a safe place (10 Points) _____pts

Recorded Time - _____ Minutes _____ Seconds

Total Score (out of 100 points): _____

OFFICIAL SCOREKEEPER SIGNATURE: _____

SCHOOL BUS MIRROR ALIGNMENT DIAGRAM



FMVSS 111 effective for School Buses

Flat (Top) Mirror: Must be able to see top of rear tire and 200 feet behind bus.

Convex (Bottom) Mirror: Must be able to see bottom of rear tire and forward to passenger door and/or driver's window.



IMPROVED SKILLS

IMPROVED PERFORMANCE

Next Stop
National Rodeo Competition
Frisco, Texas
March 21, 2020