

Baltimore County Public Schools
TRANSPORTATION REGULATIONS

Driver

1. SAFETY FIRST AT ALL TIMES
2. Precheck your bus before each run to see that it is in a safe mechanical condition and that it has required safety equipment.
3. Refuel your bus only at those times when students and/or passengers are not on or near the bus.
4. Keep your bus clean and see that all of the required inspection and maintenance schedules are met.
5. When driving, use your seat belt at all times.
6. The maximum school bus speed on beltways or expressways is 45 miles per hour. The maximum speed in other areas is 35 miles per hour, except where posted speed limits, road, traffic and/or weather conditions make lower speeds necessary.
7. Keep your bus in gear at all times, except when at the bus stop. Use wheel chocks when you leave bus in parked position.
8. Maintain at all times a safe distance between your bus and the vehicle in front of you. Make sure that your speed and the distance between your bus and the vehicle in front of you is great enough that you can stop in time to prevent an accident.
9. (a) On buses equipped with a four warning light system, red lights are to be placed in operation not less than 100 feet before bringing bus to a stop for the purpose of receiving or discharging children.
(b) On buses equipped with an eight warning light system, amber lights are to be placed in operation not less than 100 feet before bringing bus to a stop for the purpose of receiving or discharging children and red lights are to be placed in operation when the bus has come to a complete stop.
10. When making school bus stops to pick up or discharge pupils, the vision of approaching vehicles in each direction should be 300 to 500 feet or more, depending on posted speed limits and/or traffic conditions.
11. Bring your bus to a full stop before opening the entrance doors to receive or discharge pupils. The operation of the entrance doors is your responsibility.
12. See that your pupils are seated before placing the bus in motion.
13. Allow only authorized pupils and/or adults, who have been assigned by the principal concerned, to ride on your bus.
14. Remain in your driver's seat when passengers are boarding or alighting and when the bus engine is running.
15. Unless special permission is granted, permit no pupils to alight from your bus at other than their regular discharge point.
16. Check the total weight of your bus and the passengers aboard it, against the posted weight limit of any bridge before crossing. Make sure that the width of the bridge permits safe passage of your bus and any vehicles approaching in the opposite direction.
17. Bring your bus to a full stop, not less than 15 feet and not more than 50 feet from the nearest rail, before crossing at grade any railroad track or tracks. While stopped, open the entrance doors, [warning lights off] look and listen in both directions for any approaching trains and for any signals indicating that a train is approaching. Place the gear shift lever in starting gear and keep it in that position while crossing the tracks.
18. Backing of the school bus on school grounds is to be avoided at all times. If backing is absolutely necessary at other locations, be positive that no child, pedestrian, vehicle or object is in your backing path.
19. Should you be unable to operate your bus at anytime on a scheduled trip or trips, notify your Transportation Department Dispatcher or your Area Assistant in ample time for obtaining an alternate driver.
20. Operate your bus on the regular scheduled route and time. Report immediately to the Transportation Department and the schools involved any mechanical difficulties that prevent you from operating your trip or trips on time, or any unsafe bus condition.
21. Be scrupulously careful that you are strictly impersonal in all your dealings with those who ride your bus.
22. Present a clean and neat appearance at all times when driving your bus.
23. Always set the desirable image of a school bus driver.
24. Smoking on the school bus is not permitted by students, passengers, driver, or attendant.
25. Report pupil misconduct or discipline problems to the principal promptly.
26. All accidents and/or passenger injuries are to be reported promptly to the Transportation Department and the school principal concerned.
27. Follow Inclement Weather Procedures. Weather and road conditions may vary from area to area of the county.

PUPILS

1. Be at your bus stop in the morning when your bus arrives. If you must cross the road, look in both directions and make sure it is safe before crossing.
2. At your stop, remain in an orderly group or stand in line at least five feet back from the position of the bus when it stops. Move forward to get on the bus after it has stopped and the bus door has been opened.
3. Ride only that bus to which you are assigned.
4. Once on the bus move to a seat promptly.
5. Keep the bus aisle clear of all objects. Keep head, hands, arms and any part of the body and all objects inside of bus.
6. Help the driver keep the inside of the bus clean and free of any damage.
7. Remain in your seat while the bus is in motion or delayed on the road. After the bus stops, move forward to get off at your stop.
8. Good behavior on the bus is necessary at all times for your safety, the driver's and other motorists' safety.
9. The driver has absolute control of the bus and of the conduct of those on it, except in the presence of a teacher or principal.
10. The rear emergency door is to be opened or used only in an emergency.
11. Be absolutely quiet when the bus is approaching railroad crossings.
12. Talk in a low, gentle voice so that the bus driver may hear any emergency equipment such as a fire engine, police car or ambulance.
13. After getting off the bus, move five or six steps away from the side of the bus. Do not cross the road until the bus has pulled far enough down the road for you to see any approaching traffic. Look in both directions and then cross when it is safe to do so.
14. If the driver fails to comply with regulations, please report him to a teacher or the principal. Remember, the driver is to report you to a teacher or principal if you fail to obey regulations.
15. Student smoking is not permitted on school buses.

By order of the
BOARD OF EDUCATION OF BALTIMORE COUNTY
Towson, Maryland 21204