

**MANAGEMENT SUPPORT****Student Safety Walking, Biking and Riding Buses**

The Pullman School District Board of Directors requires a comprehensive school trip safety program that addresses bus safety, walking and biking 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.

**I. Safety Advisory Committee**

The superintendent will establish a Safety Advisory Committee (SAC) pursuant to [WAC 392-151-017](#) to develop and maintain a comprehensive school trip safety program. The committee will also develop and maintain the school patrol program in compliance with [RCW 46.61.385](#) and review and approve each school's Safe Routes To School plan. The superintendent will develop specific responsibilities and reporting relationships of the committee, including how the SAC relates to individual school safety programs.

**II. Bus Safety**

The superintendent 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 and/or his or her designee(s) to ride the bus to and from any school activity.

The bus driver is responsible for the safety of 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 customary boarding or alighting place unless so authorized by the superintendent. In order to assure 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 and/or his or her designee(s).

**III. 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 (SPI). A copy of the emergency procedures will be located in each bus. To insure 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.

**IV. Student Conduct on Buses**

The superintendent 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 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.

**V. Safe Routes To School Plan**

Pursuant to [WAC 392-151-025](#), all elementary schools are required to develop a plan of suggested routes for students walking or biking to school. To develop the school walking/biking route plans, the superintendent will establish a Safe Routes to School committee.

The committee 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:

- a. traffic patterns;
- b. existing traffic controls;
- c. existing school patrols;
- d. limits on the number of school crossings so that students have to move through the crossings in groups;
- e. allowing only one entrance-exit from each block to and from school;
- f. routes that provide the greatest physical separation between walking children and traffic;
- g. routes that expose students to the lowest speeds and volumes of moving vehicles; and
- h. routes that include the fewest number of road or rail crossings;

The superintendent or designee will review the plan with the Safety Advisory Committee and, upon its 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 or 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 Reference:**

Board Policy 3241 Student Discipline  
Board Policy, 6700 Nutrition, Health, and Physical Education

**Legal Reference:**

RCW 28A.600.010 —= Enforcement of rules of conduct – Due process guarantees – Computation of days for short-term and long-term suspensions  
RCW 46.61.385 School patrol – Appointment – Authority – Finance - Insurance  
WAC 392-144 School Bus Driver Qualifications  
WAC 392-145-021 General operating requirements  
WAC 392-145-016 Rules for students riding school buses  
WAC 392-151-017 Safety advisory committee – Selection  
WAC 392-151-025 Route plans  
WAC 392-400-225 School district rules defining misconduct – Distribution of rules

**Management Resources**

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