

Sacramento City Unified School District
Transportation Services Department



Bus Evacuation (TRA-F046)



Driver (print): _____

Bus Attendant (print): _____

Date: _____

Bus #: _____

Start time: _____

End time: _____

of students participating: _____

Student grade levels: _____

School name: _____

School address: _____

Comments: _____

Evacuate!!!

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Sacramento City Unified School District Transportation Services Department

1. First aid kit:

- A. Identify- what it looks like
- B. Identify- location
- C. Demonstrate- how to remove
- D. Demonstrate- how to open

2. Fire extinguisher:

- A. Identify- what it looks like
- B. Identify- location
- C. Instruct- how to use

3. Two-way radio:

- A. Identify- what it looks like
- B. Identify- location
- C. Instruct- how to use

4. Danger zone & blind spots:

- A. Instruct- what is “danger zone”
- B. Instruct- keep 12 feet away from the bus
- C. Instruct- what is “blind spot”
- D. Identify- your blind spots

5. Black rubber window and door frames:

- A. Identify- all black rubber frames
- B. Instruct- glass **can** be kicked out
- C. Instruct- the glass **will not** shatter in rubber frames

6. Metal window frames:

- A. Identify- all metal window frames
- B. Instruct- glass **cannot** be kicked out
- C. Instruct- the glass **will** shatter

7. Three red reflectors:

- A. Identify- what they look like
- B. Identify- location

8. Passenger conduct:

- A. Instruct- what is proper conduct while waiting at a bus stop
- B. Instruct- what is proper conduct when riding on the bus
- C. Instruct- what is proper conduct when dropped off at a bus stop

9. Student loading and unloading procedures:

- A. Instruct- how to safely cross the street, highway, or private highway
- B. Instruct- proper unloading (**non-escorted**)
- C. Instruct- proper loading (**non-escorted**)
- D. Instruct- proper unloading (**escorted**)
- E. Instruct- proper loading (**escorted**)

10. Passenger restraint system (if installed):

- A. Identify- what it looks like
- B. Instruct- how to fasten
- C. Instruct- how to unfasten
- D. Instruct- acceptable placement around the pupil
- E. Instruct- when it should be fastened
- F. Instruct- when it should be unfastened
- G. Identify- acceptable placement when not in use

11. Passenger seated next to the emergency exits (responsibilities):

- A. Instruct- opens the door
- B. Instruct- assists pupils off the bus

12. Leader responsibility:

- A. Instruct- leads the pupils to a safe place at least 100’ away

13. Evacuating the bus:

- A. Pupils perform- evacuate through emergency exit door

Driver signature: _____